

Job Description: Part-Time Costumer – Rainbow Fish

Job Title: Costume Manager

Production: Rainbow Fish

Theater: Melody Musical Theater

Job Type: Temporary/Contract (March 9th-May 7th)

Compensation: \$300+ (based on experience)

Job Summary:

Melody Musical Theater is seeking a Costume Manager to oversee the design, creation, and coordination of costumes for our youth production of *Rainbow Fish*. This role requires creativity, strong organizational skills, and experience in costume design and construction to bring the colorful world of Rainbow Fish to life while ensuring functionality and comfort for young performers.

Key Responsibilities:

- Design and/or source costumes that align with the director's vision and the production's aesthetic.
- Coordinate costume fittings and alterations to ensure a proper fit for all cast members.
- Manage the costume budget, sourcing materials efficiently and cost-effectively.
- Oversee the organization, maintenance, and storage of costumes throughout the rehearsal and performance process.
- Collaborate with the director, set designer, and props team to ensure a cohesive visual presentation.
- Work with volunteers, student assistants, or parents (if applicable) for costume construction, alterations, and dressing assistance.
- Implement quick-change strategies and provide backstage support during performances.
- Manage the post-production return, storage, or disposal of costumes.

Qualifications:

- Experience in costume design, sewing, and alterations for theater productions.
- Knowledge of fabric types, costume construction techniques, and theater costume logistics.
- Strong organizational and time management skills.
- Ability to work within a budget and meet production deadlines.
- Experience working with youth or in educational theater is a plus.
- Familiarity with **Into the Woods Jr.** and its costume demands is a bonus.

Schedule & Commitment:

- Pre-production planning and design meetings in February
- Set construction and painting (flexible schedule based on deadlines)
- Technical rehearsals and performances late April/early May
- Strike and cleanup post-production

To Apply:

Please submit your resume, a brief cover letter detailing your relevant experience, and any other materials (portfolio, references, etc.) to chelsey@melodymusicaltheater.org no later than December 24, 2025.

Legal Considerations and Compliance:

- **Equal Opportunity Employer:** Melody Musical Theater Group is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.
- **Wage and Hour Laws:** Compensation for this position is in compliance with Colorado's minimum wage laws and is subject to adjustments based on applicable overtime laws.
- **Child Labor Compliance:** If applicable, this position complies with Colorado's child labor laws, including work hour restrictions and conditions for youth performers and crew.
- **Background Checks:** All applicants are subject to background checks, including criminal history and child abuse clearances, in compliance with state and federal regulations.
- **Workplace Safety:** Melody Musical Theater Group is committed to maintaining a safe and secure environment for all staff and performers. Safety protocols and training will be provided.