

UNIVERSITY OF RICHMOND

STUDENT EMPLOYMENT JOB DESCRIPTION

JOB TITLE: Costume Shop Assistant

DEPARTMENT: Theatre and Dance

ADDRESS: Modlin Center for the Arts
Costume Shop

TELEPHONE: 289-8268

SUPERVISOR: Heather Hogg

JOB SUMMARY: Acting as stitcher and/or craft person for theater productions, assisting shop supervisor in production endeavors deemed necessary and attending all necessary Saturday All-Calls. Assist with the construction of costumes for all University Players productions.

SPECIFIC DUTIES:

1. Sew any costume for Players productions.
2. If required, assist less experienced students with sewing.
3. At particularly busy rental times, assist with costume rentals.
4. Assist with costume strikes for all productions.

QUALIFICATIONS: Good sewing skills required; however must take instructions from peers (Shop Foreman and Crafts Supervisor), as well as from faculty supervisor. Candidates must have at least one semester of Costume Construction experience or sewing experience equivalent to taking the class. Experience in making your own clothing is helpful; familiarity with patterning and cutting is helpful. Candidates must be responsible and have a strong work ethic.

For Student Employment office use only

wage rate: Level II
2007.01.18

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