

Wardrobe Crew - Job Description

JOB TITLE: Wardrobe Crew

ALTERNATE TITLES: Dresser, Wardrobe Assistant, Wardrobe Technician

REPORTS TO: Wardrobe Supervisor, Director of Production, Asst. Production Manager

JOB TYPE: Seasonal, Salaried

SUPERVISES: N/A

GENERAL JOB STATEMENT: The Wardrobe Crew is responsible for the care and maintenance of finished costumes as used in the production. The Wardrobe Crew provides hands-on assistance with costumes during show runs, dressing actors in their dressing rooms and/or backstage.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Assist with costumes load-in and strike.
- Review of costumes prior to each performance.
- Assist actors with dressing and quick changes.
- Provide maintenance of show costumes including laundry and repair.
- Perform pre-show setup and post-show clean up.
- Perform emergency costume repairs as necessary.
- Attend fittings and rehearsals as needed.
- Ensure proper pre-set placement of costume pieces prior to show.
- Maintain a clean, organized, and safe work environment
- Any other tasks as assigned by Wardrobe Supervisor or Director of Production

QUALIFICATIONS AND SKILLS:

- 2 years' backstage costume experience preferred.
- Excellent interpersonal skills.
- Ability to maintain a professional demeanor when working backstage with performers.
- Excellent communication, organization, collaborative and interpersonal skills.
- Willingness to learn new techniques and methods in given field.