

NEW STAGE *Theatre*

NEW STAGE THEATRE COSTUME APPRENTICE

Reporting directly to the Resident Costume Designer, Assistant Costumer and Artistic Director, the Costume Apprentice will be assigned sewing, organizing, wardrobe and maintenance duties for each production. The position is for 30 weekly hours. The pay is \$300 per week. The weekly hours may fluctuate depending on needs. Costume Apprentice will be required to keep a weekly time sheet.

Notes and Requirements for the position of Costume Apprentice

- The Costume Apprentice assists the costumer with building and maintaining the costumes for mainstage shows each season with cast sizes from one to as large as 35 members and plus one summer daycamp show with two different casts as large as 40 children each.
- The Costume Apprentice is responsible for laundering, cleaning and repairing the costumes during the run of each production.
- The Costume Apprentice will develop a weekly schedule in accordance to the needs of the costume shop. There may be some flexibility with the weekly hours, but the Costume Apprentice must adhere to the schedule once set.
- The Costume Apprentice position involves a lot of physical activity involving the fitting of actors and climbing up and down stairs to obtain costumes out of storage.
- The Costume Apprentice position involves some lifting, as costumes are stored and delivered and picked up from dry cleaners. Rental costumes are often obtained from local or area shops and the rental involves pulling and carrying those costumes rented.
- The Costume Apprentice must be able to communicate with actors and volunteers in a professional manner.

Dates of Employment: September 2, 2024 – May 31, 2025

Interested candidates should send email with a cover letter, résumé, and a list of three references to submissions@newstagetheatre.com by July 31, 2024

For more information go to www.newstagetheatre.com

New Stage Theatre is committed to creating an inclusive environment for all employees.
Candidates of all backgrounds are strongly encouraged to submit their information.

For the safety of our guests and staff, New Stage Theatre requires employees to be fully vaccinated against COVID-19. Documentation of vaccination status must be provided if an offer of employment is made.