

## **Wardrobe Supervisor:**

Northern Stage, a LORT D 240 seat regional theater in White River Junction, VT, seeks an experienced Wardrobe Supervisor to join the full-time staff. Northern Stage produces a mainstage season, an education season, a New Works festival, and 4-6 other events year-round. The Wardrobe Supervisor will work closely with the Costume Shop Supervisor and other members of the production staff to coordinate all wardrobe-related activity necessary to execute programming.

### **Responsibilities include but are not limited to:**

- Run wardrobe for all shows, overseeing all full time and over hire wardrobe crew members and promoting a safe and healthy work/learning environment for staff and apprentices.
- Prep, track, and maintain all costumes, shoes, wigs/hair, and accessories throughout rehearsals and performances, performing minor repairs on costumes/accessories as needed.
- Create all show related wardrobe paperwork, coordinating with costume shop staff, designers, and stage management as needed.
- Ensure maintenance of all wardrobe supplies, materials, and equipment.
- Assist with costume build and alterations, fittings, and day to day costume shop organization as possible outside of show calls.
- Provide support for events outside the mainstage and education seasons, and support other production departments as needed.

### **Qualifications:**

- Bachelor's degree or 2+ years professional experience in theatrical wardrobe management.
- Working knowledge of and competency in garment construction, alteration, and repair.
- Experience with fitting costumes and finish work.
- Strong experience in wig maintenance.
- Exceptional organizational skills, including proficiency using Microsoft Office.
- Experience working with Equity performers and stage managers, and a high degree of interpersonal and communication skills.
- Valid driver's license.

**Job Type:** Full time, with some nights and weekends required

**Contract Dates:** 8/15/22 - 5/28/23 with possibility for renewal

**Compensation:** \$17/h + overtime paid at time and a half

**Benefits:** Dental, Vision, Life insurance, and PTO. Subsidized housing available for rent through Northern Stage.

**How to apply:** Submit the following materials via Submittable.

- Cover letter
- Resume
- Three (3) professional references

We believe the most important and impactful art is made when we consider and commit to inclusion, diversity, equity and access both on and off of our stage. We highly encourage folks who are Black, Native or Indigenous, People of Color, Queer or Trans, Poor or Working Class, Disabled, Young, Elderly, and/or who speak English as a second language to apply. To learn more about Northern Stage, please visit our website: [www.northernstage.org](http://www.northernstage.org).