

approved

## **STUDENT LABOR POSITION DESCRIPTION**

### **Theatre Laboratory**

Most Recently Updated 04/08/04

Position Title: Costume Assistant  
Must work 10 hrs/wk.

**I. Grade Level: 4**

**II. Description:** The Costume Assistant, along with the Costume Studio supervisor and Head Costumer, will work in all areas of costuming.

**A.** The following are the essential duties for an Assistant Costumer in the Theatre Laboratory:

1. Sewing by hand and machines.
2. Working on crafts associated with productions.
3. Storage maintenance
4. Costume maintenance
5. Wardrobe work during productions
6. Work area maintenance
7. Performs other job-related duties as assigned.

**B.** The following are possible additional duties for this position:

1. See that the workplace and environs are clean.

**III. Learning Opportunities:**

- A.** This position allows a student to begin to learn basic sewing techniques for the theatre.
- B.** Position allows students to learn wardrobe duties.
- C.** Position provides hands-on experience for the costume technician.

**IV. Basic Qualifications:**

- A.** General: general good health, energy and alertness.
- B.** Skill: sewing and crafts.
- C.** Physical:
- D.** Academic:

**V. Desirable Qualifications:**

- A.** Pleasant disposition and a positive attitude, the ability to work under stress.

**VI. Narrative Summary:**

Student produced costumes that were used in productions. Student was responsible for several aspects of costume production from designing the costume, to assembling the costume, to storing the costume after the end of a production. In addition, student performed other job-related duties as assigned.