



**Job Title:** Wardrobe Supervisor/Dresser

**Department:** Costumes

**Supervisor:** Production Manager and Costume Shop Manager

**Location:** Center Theater

**Classification:** Full-Time, Exempt

**Pay Rate:** \$20 an hour, \$30 an hour overtime pay

**Contract dates:** This position begins by May 30, 2022 and ends on July 3, 2022.

**About Book-It Repertory Theatre:** [www.book-it.org](http://www.book-it.org)

Our Mission: Book-It Repertory Theatre is a 501(c)3 non-profit organization dedicated to transforming great literature into great theatre, through simple and sensitive production, and to inspiring its audiences to read. Founded in Seattle in 1990, Book-It Repertory Theatre believes that reading and literacy are fundamental rights and keys to success. Book-It creates world-premiere adaptations of classic and contemporary literature for the stage, serving approximately 20,000 patrons through its main stage 4- or 5-play production season, and 55,000 young people throughout Washington with our arts education programs.

Book-It is an anti-racist organization that values equity, diversity, inclusion, and a focus on relationships, interactions, and work that promotes justice. Book-It values accountability, follow-through, compassion, enthusiasm, professionalism, and resourcefulness.

Vaccination Required, Covid-19 protocols in place

### **Position Summary:**

The Wardrobe Supervisor/Dresser is the link between the costume shop and the backstage. Primary duties are to ensure that all the costume aspects of the show run smoothly, all costume needs are met, and to communicate with the costume shop manager and other members of the crew regarding costume needs.

### **Key Duties and Responsibilities:**

- Attend all technical rehearsals, dress rehearsals, previews, performances, and strike at closing.
- Assist cast with quick-changes, costume hand-offs, and costume tracking.
- Assist the Assistant Stage Manager and Production Assistants with the backstage run of the production.
- See that all costumes are returned to the dressing rooms at the end of the night.
- During technical rehearsals, previews and performances, launder costumes nightly for undergarments, weekly for major pieces and iron if needed.
- Work with Costume Shop Manager to ensure costume maintenance and dry cleaning throughout run of the production.
- Coordinate with the Costume Designer on which pieces need to be dry-cleaned.
- If the last one leaving for the night, make sure all doors are locked and closed.
- Attend strike at closing and collect all costumes.

**Desired Skills and Qualifications:**

- Previous experience with dressing and performing quick changes.
- An understanding of wardrobe maintenance.
- Strong interpersonal and written communication skills.
- Basic sewing skills.
- A firm understanding of laundry.
- Supports Book-It's values of being an anti-racist organization; shows a commitment to diversity, equity, inclusion, body-positivity, and justice work and implementation in the backstage world.

**How To Apply:**

Please email a cover letter and resume to Production Manager, Dan Schuy, at [Dans@book-it.org](mailto:Dans@book-it.org) AND Costume Shop Manager, Marie Quinn Kramer, at [costumeshop@book-it.org](mailto:costumeshop@book-it.org). Put Wardrobe\_YourName in the subject line, please; eg: Wardrobe\_JoMarch.

*Book-It Repertory Theatre is committed to supporting a diverse work force and does not discriminate in employment based on race, color, religion, sex, age, or national origin. Qualified applicants are considered for all positions without regard to age, marital status, sexual orientation, or the presence of a non-job-related medical condition or handicap.*