

Position: GREAT Costume Assistant
Summary: Average 20 hours per week
Reports To: Costume Shop Manager

Dates: Position begins August 3rd, 2009

[This position works a minimum of two evenings per week, Mon. thru Thurs. evenings from 5:30-8:30pm, some Saturdays 10am-3pm, other hours are flexible]

The Costume Assistant works with the GREAT Costume Shop Manager and is responsible for the construction of costumes for GREAT Theatre productions including youth and adult performers. Construction duties include sewing and cutting. The Shop Assistant teaches and supervises volunteers, maintains costume area, equipment and costume inventory.

Typical work activities:

Typical activities vary according to the needs of the show. However, the Costume Assistant is responsible for (in no particular order):

Primary Duty: Construction of costumes including sewing and cutting

Additional Duties:

- help utilize volunteers to the best of their abilities;
- ensure the company's welfare by making sure rehearsal and productions are kept professional & appropriate to the mission of GREAT;
- keep the costume room and all equipment clean, organized and repaired
- contribute to the development of a strong team of volunteers;
- organize costumes for move-in days and load-out days & other volunteer activities;
- other duties as assigned.

Evaluation of applications will begin immediately and will continue until the position(s) has been filled. EOE.

Please send a cover letter and resume no later than July 15th, 2009.

GREAT Theatre Search Committee
919 West St. Germain
St. Cloud, MN 56301

Or by email to:

Subject: Search Committee

To: Dennis@GreatTheatre.org