



## **GREAT Theatre Job Description**

### **Position Title: Costume Internship**

Status: Internship / Stipend / 40 hours per week/ Monday-Friday

Duration: May-August 2019 (flexible on start and end date)

Reports to: Costume Director

#### **Position Summary**

Our internship program offers an exciting opportunity for a college and graduate student to gain professional experience with a hands-on learning opportunity in our Costume Shop including design, management and construction.

#### **Job Functions**

- Work directly with designer in residence, shop staff and volunteers
- Design costumes for Summer Camp productions including “Godspell Jr.”
- Assist in costume builds and shopping for all camp and season productions
- Create dressing lists and support paperwork
- Maintain costumes
- Possible assistance with makeup
- Attend staff meetings weekly

#### **Skills/Abilities**

- Theatre knowledge, sewing, cutting draping experience desired
- Excellent verbal communication, research and organizational skills
- Ability to prioritize and multi-task
- Knowledge of Word, Excel, and other commonly used PC programs
- Flexibility with the ability to work in a fast paced, high energy artistic environment
- Ability to work collaboratively with different personality types
- Ability to support GREAT’s values and operating procedures.
- Ability to work both independently and as a contributing member of a team

#### **Benefits:**

- Weekly stipend

A valid driver's license and personal automobile are required for this position.

This position is geared towards an individual seeking a degree or career in costume shop management, costume design, cutter, sewer, or similar looking for an opportunity to use their skills to build their experience.

**Key Performance Indicators**

- Completes assignments on time and according to quality expectations.
- Receives positive feedback from the GREAT staff, volunteers, and production team.
- Attains established goals.

This position may require minimal travel (mostly within 40 miles of downtown St. Cloud) and some lifting (up to 50 pounds).