

## **Job description**

### **HEAD OF WARDROBE**

For more information or to apply please contact [dtg.recruitment@disney.com](mailto:dtg.recruitment@disney.com). Please include a covering letter with your CV.

Closing date for applications 5 August 2022

The position has a broad range of responsibilities requiring the Head of Wardrobe to render all services to the best of their skill and ability, which are customarily rendered by a Head of Wardrobe of a first class theatrical stage production as such required.

## **Responsibilities and Duties**

- Responsible for the show running of the department, and hosting regular department meetings
- Manage the Wardrobe department during the evening and matinee performances (including full time staff and deps)
- Conduct costume fittings when required to do so
- Liaise with the Company Manager, resident creative team members, technical heads of department, stage management and the acting company to ensure the efficient flow of information as necessary for the smooth running of the production
- Attend rehearsals, show calls, maintenance calls as required
- Responsible for the preparation and maintenance of all costumes and equipment required by your department, including checks prior to each performance, with an awareness of cast holidays, understudy and swing performances
- Acquire a familiarity with all plots/tracks within your department
- Take an active role in teaching new members of staff/deps when required to do so
- Support team members in teaching workroom skills and resolve problems
- Maintain stock of costume items
- Adhere to company health & safety policy and undertaking any necessary training
- Any other duties as may be reasonably required in the course of duties or as instructed by the Costume Supervisor, Company Manager, Technical Manager, General Manager from time to time.
- Fixed term contract. Weekend and evening work integral – Tuesday to Sunday performance schedule

## **Skills**

- A Minimum of 2 years' experience as a Head of Wardrobe on a large-scale musical production or the equivalent
- Have an extensive knowledge of costume construction and the ability to sew and alter garments
- Have an understanding of different materials and components including Silk, Spandex, fabric surface painting, beading and zippers
- Excellent relationship and interpersonal skills with cast, creative and production team essential
- Clear, confident communication and decision making essential
- Ability to remain focused and calm when under pressure