



The Combined Schools Musical is a partnership between Gladstone Entertainment Centre, Gladstone Regional Council, Gladstone/District Schools and the Gladstone Community

## COMBINED SCHOOLS MUSICAL POSITION DESCRIPTION

### COSTUME COORDINATOR

The Costume Coordinator is responsible for obtaining all costumes needed for the production. They also work with the Director and Stage Manager in gathering appropriate rehearsal costumes early in the rehearsal process.

#### Availability

The Costume Coordinator must be available from start date through to bump out of the production.

#### Professional Skills

- Previous experience working in a production crew for a Theatre Production
- Preference will be given to someone with seamstress, sewing, costume making experience
- Experience developing partnerships to achieve project outcomes
- People Management and relationship building skills

#### Position Requirements

- Work with the Director and Stage Manager to prepare a list of all Costumes required
- Work with the preferred supplier of costumer for the production where one has been identified by the Producer.
- Develop partnerships to assist with the sourcing, creating, making of costumes.
- Ensure all costumes are available for rehearsals and performances when required by the Director and Stage Manager.
- Maintain all costumes throughout the production and ensure all items are managed adequately.
- Liaise cleaning, repairs and return of costumes after the production.