

## COSTUME MAKER

### DEFINITION

Makes, renovates, alters, and repairs costumes used in a college theater arts program.

### TYPICAL DUTIES

Makes costumes and stage properties by hand or on a sewing machine.

Cleans, irons, renovates, alters, repairs, and tailors costumes.

Issues and receives costumes, accessories, and stage properties for student use, keeps records, and effects the return of supplies checked out to students.

Stores and maintains inventories of costumes and accessories and prepares periodic inventory reports.

Oils and cleans sewing machines.

Assists instructors in demonstrating the use of sewing machines and hand sewing techniques to students.

Makes and modifies patterns for costumes.

Cuts yardage.

Provides work direction to students in the making, repairing, and storing of costumes.

Fits costumes and dresses participants at rehearsals and performances.

Orders and purchases yardage, costume pieces, and other costume-making supplies.

Assists in repairing stage fabrics such as curtains and drapery.

May design costumes and stage properties.

May provide training and work direction to student employees and/or volunteers.

Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS

A **Costume Maker** makes, renovates, alters, and repairs costumes used in a theater arts program.

A **Performing Arts Technician** coordinates and performs technical work required in the maintenance of a theater or TV and film stage and production areas or music and dance concert hall, and assists instructors in the conduct of technical production classes for theater, or TV film and broadcast performances.

### SUPERVISION

General supervision is received from a Department Chair. Functional supervision may be received from instructional staff. Work direction may be provided to student employees and/or volunteers.

## CLASS QUALIFICATIONS

### Knowledge of:

Principles of costume construction  
Color combinations, materials, and styles used for costumes and stage properties  
Materials and equipment used in costume construction  
Safety precautions, practices, and procedures applicable to costume construction  
Color combinations, materials, and styles used for costumes and stage properties  
Basic operation of computer equipment.  
Principles of recordkeeping

### Skill in:

Operation of sewing machines and attachments  
Sewing by hand

### Ability to:

Operate, explain, and demonstrate the proper and safe utilization of sewing equipment  
Clean, iron, and repair fabrics  
Design costumes  
Keep detailed and precise records of costume inventories and distribution  
Make patterns and cut yardage in accordance with patterns  
Work effectively and cooperatively with students and instructional staff  
Give clear and concise instructions  
Maintain an inventory of costumes and supplies  
Keep detailed and precise records  
Learn general and specialized software applications

## ENTRANCE QUALIFICATIONS

### Education and Experience:

Graduation from high school or its equivalent **AND** two years of full-time paid experience in making or altering dresses or costumes.

**OR**

Graduation from high school or its equivalent **AND** a certificate of completion in costume making from a recognized college or university.