



GENERAL INFORMATION

Position Title: Substitute Wardrobe Dresser

Pay Status: Exempt Non-Exempt X

Job Status: Part-time

Reports To: Costume Shop Manager & COO

Employer: TZ Woodinville

Start Date: April 27, 2019

Today's Date: 4/11/2019

POSITION SUMMARY:

Teatro Zinzanni is looking for a Wardrobe Sub dresser in our new Woodinville location.

Start date is April 27th. running through till the end of February 2020

This is a seasonal part-time union position paid at the rate of \$19.25 hr.

A Sub Dresser will be recruited and hired to support our wardrobe. The Wardrobe Substitute & Laundry maintenance person is responsible for all wardrobe related needs for performances, including but not limited to costume maintenance & repairs, laundry, dry-cleaning prep, pre-show preparation, performer dressing assistance, quick changes, make up and wig application & maintenance.

This person will be scheduled to run all Wednesday evening and Sunday matinee shows, as well as Tuesday shows during the holiday season. This role will also handle the daily laundry on Thursday-Sunday, for a total of approximately 15-20 hours/week. The sub dresser will also be scheduled to support Wardrobe during changeover.

RESPONSIBILITIES:

- Assist performers with all costume changes, as needed, including corset tying/lacing, wig attachment and quick changes.
- Prepare wardrobe, wigs, facial hair and make up items and dress performers in offsite appearances or performances.
- Prep performer and waitstaff dry-cleaning on Mondays as well as perform in-depth cleaning on waitstaff uniforms and performers costumes.
- Report clear and concise notes to Costume Shop Manager and Wardrobe Lead.
- Responsible for completion of Show Notes, as delegated.
- Maintain weekly laundry rotation, Thursday through Sunday, for cast, crew, staff and band as needed as the sub.
- Clean dressing room counters/mirrors and Green Room, maintaining nightly when needed per shift.
- Maintain order and cleanliness of Wardrobe Room while working.
- Work closely with the Stage Manager and Back Stage Manager as needed on the show to facilitate smooth show operations.
- Perform outlined duties with the highest degree of quality service.
- Perform other duties and responsibilities as required.

MEASURABLE STANDARDS:

- Provide updates and maintenance of all wardrobe related records and lists during show run and make sure the Wardrobe Lead has those notes.
- Excellent communication with Shop Manager and Wardrobe Lead regarding any and all wardrobe related needs or problems.
- Highest degree of care in the cleaning and prepping of show and waitstaff costumes.
- Motivated, reliable and a team player.
- Able to handle stressful situations in a calm, collected manner.

QUALIFICATIONS:

- Excellent communication and people skills
- Has 2 years past Theatrical Dressing experience

- Works well independently and with others
- Excellent cleaning, sewing and costume repair skills
- Excellent eye for detail in cleaning and maintenance
- Basic Wig and Make Up skills
- Responsible, organized and maintains acceptable workspace cleanliness
- Responds to challenges and learns quickly
- Good computer knowledge in Word, Excel and Google docs
- Drivers license
- Able to lift and move 30lbs on a daily bases
- Has adequate hand strength for dressing performers

PRIMARY SCHEDULE:

As show sub-dresser when scheduled:

Wednesday 2:30pm - 11:00pm

Sunday Matinee - 7:30am – 3:30pm

Dressing and Laundry prep: 9:30 am to 2:30 pm Thursday through Sunday

Schedule varies according to tech schedule, holiday performances, show calendar, change over, special events and Workload.

Extra hours as needed: during the first week or two of the show and sub-dresser show training

SHOW SUMMARY: Teatro ZinZanni presents a full evening of entertainment, combining cirque artists, European cabaret, contortionists, jugglers and illusionists with live music and a gourmet multi-course meal. Set in an antique jewel box tent imported from Belgium, our newest show “Hollywood and Vine” will be performed at our new location in Woodinville.

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How to apply:

Please send a cover letter and resume in .pdf format to: wardrobe-jobs@zinzanni.com