

Job Level	Title Costume Technician	Technical/Support Level III
Oversight Received	<ul style="list-style-type: none"> * Assists in overseeing the completion of all costume elements for all Music, Theatre & Dance productions including, but not limited to costumes that are made-to-order, purchased, modified, rented and/or pulled 	<ul style="list-style-type: none"> • Acts independently working under limited supervision.
Problem Solving	<ul style="list-style-type: none"> * Oversees the completion of both made-to-order and pulled costumes for the stage using innovation, new approaches and solutions to address complex problems that may arise. * Assists in the order and purchasing of all fabrics, garments and supplies for their timely inclusion into costume production as needed * Co-Manages and maintains inventory/organization of costume stock, costume loans to students and faculty for curricular support and costume rentals for community theatres and schools * Organizes and carries out measurements of actors as needed in conjunction with Costume Designer * Acts as a liaison with Stage Management for fittings and production notes as needed * Supervises Costume Strike as needed , including dry cleaning and rental returns if applicable * Builds custom garments from start to finish, using sketches provided by student and staff costume designers for the School of Music, Theatre, and Dance * Fabricates patterns, either by draping or flat patterning for costuming for all SMTD productions * Creates mock ups in appropriate substitute fabrics * Fits costumes for actors, dancers, and singers * Cuts and stitches custom garments with the aid of student first hands and stitchers * Alters existing costumes * Attends rehearsals, dress rehearsals, design/production meetings, read-thru's as deemed necessary by Costume Shop Manager (occasionally in the evenings) * Helps to maintain costume shop machinery, in conjunction with Costume Shop Manager * Completes and assign tasks on the to-do rack as needed * Maintains proper safety protocols * 	<ul style="list-style-type: none"> • Encounters problems which are varied and non-routine. • Uses knowledge of standardized rules, procedures, and operations to resolve • Resolves complex issues escalated from junior team members
Interaction/ Communication	<ul style="list-style-type: none"> * Assists in advising and overseeing the season schedule for the costume and wardrobe areas including but not limited to-designer due dates, designer schedules, shop build schedule, costume and wardrobe staff work calls, costume and wardrobe staff schedules, wardrobe crew calls * Supervises costume students and student assistants in all costume areas including, but not limited to workroom, crafts, dyeing, wardrobe, makeup application and costume storage. * Assists in recruiting, interviewing, and hiring of student assistants * Supervises, trains and mentors through the pattern making and stitching process * Supervises, provides training and delegates tasks to a crew of first hands and stitchers * Supervises and assists with the training of the student designers, drapers and wardrobe crew * 2 Designs per year or mentor up to 2 assigned students on their production as assigned by the Costume Professor 	<ul style="list-style-type: none"> • May be required to interpret and explain information to an audience.
University Impact	<ul style="list-style-type: none"> * The Costume Technician position provides practical training and supervision for the CSU Music, Theatre and Dance Practicum (TH186/TH286/TH386/TH486, D286) sections. Students unrolled in these courses are seeking Bachelors of the Arts degrees in Theatre (Design and Technology, Performance and General Theatre Concentrations), Music or Dance. 	<ul style="list-style-type: none"> • May act as a team lead, or have supervisory responsibilities over others • May be accountable for on-time delivery of own work or that of others on the team.

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Typical
Education

* BA /BFA in Costume Design and/or Technology OR a BA/ BFA in Dance or Theatre with demonstrated experience in costume design/technology.

- In-depth experience in a technical field
- May require vocational qualification or certification
- Maybe working towards professional certification or degree.