COSTUME INTERN
Description

Overview:
While assisting the Costume Shop Manager, costume designer, and other theatre professionals, the Costume Intern will learn all steps of the theatrical costume process, from research to sketches and creation to performance.

The intern will assist the designer in historical and contemporary research and collaborate in creating costumes based on the designer's sketches.

The intern will also function as a Wardrobe Supervisor, and be responsible for supervising and scheduling the maintenance and repair of costumes throughout the run of the show.

The intern will also assist directors of student produced plays who wish to use costumes in selecting and fitting these costumes.

Throughout the semester, the costume intern will produce a costume history or costume construction project designed as a teaching tool for Theatre Program Costume Lab students.

Interns will acquire skills including, but not limited to, basic and intermediate sewing skills, pattern-making, costume painting, and theatrical organization.

Duties include:
- Assisting the costume designer (including internet and library research).
- Acting a primary assistant to the Costume Shop Manager, scheduling and supervising lab students as needed.
- Interpreting designer's sketches and pulling and/or shopping for potential costumes for the designers' approval, as needed. (At least one costume per show.)
- Attending and participating in Theatre Program production meetings.
- As Wardrobe Supervisor: schedule and coordinate lab students in costume maintenance and repair throughout the show.
- Learning and applying basic and advanced costume construction techniques to help create costumes based on designers' sketches.
- Functioning as a leader to Costume Lab students; helping them with techniques and tasks.
- Maintaining theatrical make-up and hair supply stock. In consultation with the designer, planning make-up and hair for the show as needed. Ensuring that actors or crew members are able to execute the design for the performances.

Evaluation:
30%   Task/Job performance
30%   Skill acquisition
20%   Initiative
20%   Project