



JOB ANNOUNCEMENT

Interim Assistant Costume Shop Manager

(Closing date: February 29, 2016)

Seattle Opera invites applications for the position of Interim Assistant Costume Shop Manager. Seattle Opera invites applications for the position of Interim Assistant Costume Shop Manager. This temporary full-time hourly position is for two productions, "Count Ory" and "Hansel and Gretel", beginning June 1, 2016, and ending October 14, 2016. The Assistant Costume Shop Manager reports to the Costume Shop Manager.

Duties include: Assisting Costume Shop Manager with managing workroom staff; assisting Costume Designer and Shop Manager in sourcing costumes, fabrics, and accessories; creating and editing show paperwork; scheduling and attending fittings; attending dress rehearsals; coordinating with stage management on rehearsal support including rehearsal costumes.

Qualifications

- Bachelor degree in theater or related studies
- Minimum of five years in opera and/or theatrical costume positions
- Supervisory experience
- Working knowledge of costume history
- Excellent communication and organizational skills, with the ability to organize and prioritize a wide variety of projects and meet established deadlines.
- Strong math aptitude with understanding of basic bookkeeping principals.
- Computer skills (proficiency with Outlook, Word, Excel, knowledge of Filemaker a plus)

Compensation

Hourly rate DOE.

Contact

Qualified candidates please submit resume with cover letter to: Susan Davis, Costume Shop Manager, Seattle Opera Costume Shop
1020 John Street, Seattle, WA 98109-0248
email: susan.davis@seattleopera.org (no calls please)

**Seattle Opera values diversity in all areas of its operations and welcomes and encourages applications from women and people of color.
Seattle Opera is an equal opportunity employer.**