

WORK STUDY JOB POSTING

For HR/CUPE 951 USE ONLY

NON UNION

JOB TITLE: THEA25 – Senior Costume Assistant II

DEPARTMENT NAME: Theatre

CONTACT NAME: Karla Stout

JOB DESCRIPTION:

To assist the Head of Wardrobe with the costume requirements of the Theatre Department, in particular, the management of the costume shop and stock room and related resources. Tasks may include:

- analyzing costume requirements;
- assisting with measurements, fittings, pattern making, cutting and production scheduling;
- acting as a liaison with the costume designer and stage manager;
- working on specific projects in advanced costume construction;
- coordinating costume elements required for dress rehearsals;
- assisting with such other duties as may be assigned by the Head of Wardrobe.

QUALIFICATIONS:

- Advanced machine and hand sewing skills essential.
- Good organization and communication skills and the ability to work as part of a team.
- Knowledge of theatre costumes preferred.
- Word processing skills.

JOB LOCATION ON-CAMPUS: Phoenix Building

WORK STUDY WAGE: \$12.00/hour (including 4% vacation pay)

HOURS AVAILABLE: 100

HOW TO APPLY: Resume to:

Karla Stout
Theatre Department
Email: kstout@uvic.ca

Applicants must be eligible for Work Study Program
For details go to: <http://www.uvic.ca/registrar/safa/work-study/index.php>