



Job Description

Costume Shop Associate – August 2022 – August 2023

Lexington Children's Theatre

Posted: August 12, 2022

Position: Costume Shop Associate

Reports To: Costume Shop Manager

Compensation: \$15.00/hour, 28 hours per week

Ideal Start Date: ASAP

To Apply: Applicants interested in applying for this position must email resume to:

lct.hiring@gmail.com.

About Lexington Children's Theatre:

Lexington Children's Theatre's (LCT) mission is to create imaginative and compelling theatre experiences for young people and families. Our vision is to impart, explore, foster, and develop artistry at all levels and ages in every theatrical discipline and educational opportunity through inclusive, diverse, equitable, and accessible programming and practice.

Now in its 84th season, Lexington Children's Theatre is the state youth theatre of Kentucky and serves over 120,000 young people and families in a season. Over the past two years, LCT has maintained, and in many ways strengthened, its dedication to arts accessibility through streaming performances, virtual classes, and innovative ticketing models. As the company looks to once again welcome audiences to the theatre and travel to schools throughout the state via touring performances, the organization maintains its dedication to the vitality of storytelling and the role it can play in the lives of young people. It is through diverse, engaging, and imaginative stories that theatre for youth will impact the futures of our young people in support of a better tomorrow.

About the position:

The Costume Shop Associate works under LCT's Costume Shop Manager and assists with all the costuming elements for LCT's professional season. The Costume Shop Associate would serve as wardrobe supervisor, a first-hand, and a stitcher on LCT productions. The Costume Shop Associate may assume design responsibilities and assist the education department in class needs. Additional duties include (but are not limited to) garment and craft construction, shop organization, equipment maintenance, budgeting, expense tracking, organization of labor, supervision of load-in for rentals, special events, and performance workshops.

The essential functions include, but are not limited to, the following:

- Sewing and/or accomplishing repairs either by machine or hand and soft goods as assigned.
- Labeling soft goods for long-term storage.
- Millinery and costume crafts as needed.
- Operating a variety of sewing, serger, domestic straight, and zigzag machines.
- Managing time effectively on each project.
- Communicating with other team members concerning problems and possible solutions.
- Maintaining a tidy work space and participating in end of day cleanup.

Compensation:

- A 28-hour work week at \$15 an hour.
- Housing is available for employees at \$100 a week.
- Our Townhouses offer laundry, internet, and paid utilities.
- Time Off:
 - 1 guaranteed day off each week
 - 7 paid holidays per year
 - 5 Vacation Days
 - 3 Personal Days
 - 3 Sick Days
 - Approximately two weeks paid time off over Winter break

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Should you advance to a finalist for this position, successful completion of background screening will be required, including references.

No phone calls please.

Lexington Children's Theatre is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, class, religion, country of origin, political belief, (dis)ability, age, gender identity, sexual orientation, protected veteran status, or any factor protected by law. Members of underrepresented groups are encouraged to apply.