

CUTTER
Theatr Clwyd
Job Description

Family: Theatre Making

Responsible for: N/A

Reports to: Costume & Wigs Manager

Job Purpose

To work as part of the making teams to provide cutting and other wardrobe services, delivering a service to Theatr Clwyd productions of the highest possible standards.

Key responsibilities

General

- To interpret costume designs by drafting patterns in consultation with the designer and Costume & Wigs Manager.
- To supervise assistants and co-ordinate the workroom, advising the Wardrobe Manager regarding the progress of the work.
- To assist the Costume & Wigs Manager in the creation of accurate costings by advising on making times and staff requirements.
- To take full and accurate body measurements, estimate fabric quantities and haberdashery requirements and then order items with the approval of the Costume & Wigs Manager.
- To cut out patterns in fabrics.
- To work with the Costume & Wigs Manager in ensuring training and monitoring of performance of casual and freelance staff.
- To dye, distress and 'finish' costumes.
- To maintain and advise on equipment maintenance requirements and fulfil all relevant Health and Safety requirements – providing the Production Manager with any information required for risk assessments or method statements.
- To carry out any other duties as reasonably required by the Head of Production or Costume & Wigs Manager.

Health and Safety

- To ensure all Health and Safety requirements are met at all times while working.
- To ensure safe storage and use of materials and compliance to HSE regulations and guidelines (particularly in relation to COSHH).
- To attend training as required and maintain awareness of health and safety regulations specific to the spaces and equipment used.
- To ensure that all specialist equipment is correctly shut down at the completion of each working day.
- To ensure that all potential hazards are made safe as soon as is practicably possible.
- To ensure all equipment is stored safely and is accessible to authorised users.
- To produce risk assessments and method statements as required.

Person Specification

Essential

- A degree or similar in Theatre Costume, plus demonstrable cutting experience and demonstrable experience as a costume maker for theatre productions
- In-depth knowledge of costume cutting.
- In-depth knowledge of costume construction.
- In-depth knowledge of dyeing, breaking down and finishing processes.
- In-depth knowledge of costume history and research methods.
- Working knowledge of UK theatre.
- Ability to work without managerial supervision, leading, instructing and motivating the workroom.
- Excellent problem-solving and decision-making ability.
- A flexible and innovative approach, with an aptitude to learn and integrate new skills rapidly.
- Excellent attention to detail.
- A proven track record for working to tight deadlines and organising workload in an efficient way.
- Resourcefulness and ability to keep calm under pressure.
- Ability to work to a budget.

Desirable

- Written and spoken Welsh.
- Full driving licence.