

Section I - Job Identification

Job Title:	Costume Shop Overhire
Department:	Production
Reports To (Job Title):	Director of Costumes, Wardrobe Supervisor
Employee Status	Temporary; Project Based
Compensation	Commensurate to experience and skill set

Section II - Job Purpose, Scope & Responsibilities

Job Purpose: Assist the creation and alteration of costumes for the stage.

Job Duties and Responsibilities:

Charlotte Ballet is seeking qualified Cutters, Drapers, Pattern Makers, Stitchers, and Costume Crafts Specialists to join their list of overhire personnel. Overhire staff is hired on an "as-needed" basis. Projects may require anywhere from a few hours to several months of employment. Advance notice is given when possible, however employees may be contacted for emergency situations when they arise.

Interested candidates must be residents of the greater Charlotte area and should be available to work at the Center For Dance in uptown Charlotte during normal business hours weekdays 9am-6pm. Applicants with only evening and weekend availability will be considered, but cannot be guaranteed contact. Hours are flexible and can be tailored to the availability of the employee on a project-by-project basis. Overhire employees reserve the right to turn down any work call.

Section III - Job Dimensions and Qualifications

Positions Supervised:	None
Internal Contacts:	Director of Costumes, Wardrobe Supervisor; Production Manager
External Contacts:	Designers
Education Level and Focus:	High school diploma or equivalent experience

Professional/Technical Competencies

- Previous experience with dance costuming, period costuming, and/or stretch construction are preferred, but not required.
- Proficiency in machine and hand stitching. Industrial machine experience a plus.
- Able to follow directions and take instruction
- Ability to work independently and with varied personalities individually, as well in team setting.