



Job Description: Costume Director
Reports To: Director of Production
Direct Reports: Costume Shop Manager, Wardrobe Supervisor

Summary:

Des Moines Metro Opera is a major summer opera festival located in Indianola, IA. The Company produces 3 new productions each season in a summer repertory schedule as well as a smaller scale chamber sized production in the 2nd Stages Series. Our 51st mainstage season includes a rental production of Bizet's *Carmen*, a new production of Bartók's *Bluebeard's Castle*, and a new production of Prokofiev's *The Love for Three Oranges*.

The Costume Director shall be the Head of the Department for Costumes. The Costume Director shall oversee all aspects of costume construction, purchasing, rental, crafts, and maintenance for show costumes. They are also responsible for hiring, training and supervision of costume staff. They also oversee planning and budgeting for the costuming areas.

Principle Duties and Responsibilities:

- Direct completion of all costume elements as specified by costume design teams within time and budget constraints
- Determine and manage budget for all materials, supplies and labor
- Help hire all costume staff
- Act as liaison between design staff, costume shop, and directing staff
- Coordinate use of costume stock
- Attend all production meetings and necessary rehearsals
- Maintain clean and safe workspace
- Make planning and budgetary recommendations for season
- Supervise fittings for each production
- Assist in construction of costumes as needed
- Exhibit excellent verbal and written communication skills
- Display proven leadership ability

Essential Job Functions:

Works with creative teams and performers, independently utilizing their creative ability and artistic judgment to achieve a successful interpretation of designs for new productions. Consults with and updates the Director of Production and keeps him/her informed of all stages of production.

Qualifications and Skills

Any Combination of education and experience providing the required skill and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to:

- 2 years' experience as a Design Assistant with construction and production backgrounds.
- 2 year as head of Wardrobe with a background in production.
- 1 year as a shop manager in a small producing theater.
- Minimum BA/BFA in Theatre, MFA preferred or equivalent professional experience
- 4-6 years of experience in Costume Management

Application Process:

Submit resume and cover letter, email or by mail to:
Des Moines Metro Opera
Attention: Bearclaw Hart, Director of Production
106 West Boston Avenue
Indianola, IA 50125
bearclaw@dmmo.org

Deadline:

Applications will be accepted until the position is filled. Applicant screening process to begin immediately.

As an Equal Opportunity Employer, Des Moines Metro Opera celebrates diversity and inclusion. We do not discriminate against any employee or job applicant on the basis of race, color, religion, national origin, creed, gender identity, sexual orientation, pregnancy, disability, age, veteran status, political affiliation or philosophy. All qualified applicants are encouraged to apply.