



Job Description: Wardrobe Supervisor
Reports To: Costume Director and Costume Shop Manager

Summary:

Des Moines Metro Opera is a major summer opera festival located in Indianola, IA. The company produces 3-4 new productions each season in a summer repertory schedule, presented within the intimate 467-seat theatre at the Blank Performing Arts Center. Our 53rd season includes Wagner's *The Flying Dutchman*, Janáček's *The Cunning Little Vixen*, and Stravinsky's *The Rake's Progress*.

Principle Duties and Responsibilities:

- Assist the Costume Shop Manager in the preparation and running of all Mainstage and 2nd Stage Series Productions. This includes maintaining costume plots and paperwork, building, altering, fitting, repairing, washing and general maintenance of costumes used by DMMO throughout the summer season for all three shows.
- Works as the Wardrobe Supervisor, assigning dresser tracks, creating a laundry schedule, completing show laundry, building and maintaining costume paperwork, running shows, prepping costumes and assisting in quick changes as needed.
- Moving costume supplies into The Blank Performing Arts Center and returning them to storage at the end of the festival season.
- Assist with maintaining an inventory of costume stock throughout the season.
- Maintain clean and safe workspace.

Dates of Employment:

Monday, May 26 – Friday, July 25, 2025.

Compensation:

\$650/week during the festival season, overtime after 50 hours at a rate of \$15.60/hour
\$300 travel stipend to be paid upon arrival.
DMMO will provide single occupancy air-conditioned dormitory housing during the residency period.

Skills and Knowledge

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 of experience working in a costume shop and backstage environment.
- Proficiency in hand and machine sewing.
- Minimum BA/BFA in Theatre or equivalent professional experience
- Excellent verbal and written communication skills

Physical Requirements and Working Conditions

- Work includes periods of standing, working in low light, climbing stairs/ladders and lifting heavy costumes.

Application Process:

Submit resume with 3 references and cover letter via email with the subject line "Wardrobe Supervisor" or by mail to:
Production@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.