

# **Key First Hand**

## **(Seasonal)**

### **Primary Responsibilities**

- Supervision of stitchers; reports to the Costume Shop Foreman and Draper and Key Cutter
- Cut garments, facings, trimmings as assigned by Costume Shop Foreman, Draper, or Key Cutter
- Preparation of fabrics for cutting and sewing
- Construction of new garments
- Alterations of existing garments
- Report needed supplies to the Costume Director before supplies are critically low
- Must be able to execute all of the responsibilities of the stitcher.
- Assist in costume fittings as needed.

### **Additional Responsibilities**

- Hand and machine sewing of complex garments
- Other duties as assigned on show by show basis

### **Minimum Qualifications**

- Minimum of 2 years First Hand experience
- Must understand and be able to execute and instruct the principles and practices of garment construction for stage costumes
- Must have working knowledge of period styles and patterning, and finishing techniques
- Must have knowledge of textiles and notions
- Must have knowledge of industrial and home machine usage
- Must have working knowledge of all hand and machine sewing techniques commonly associated with costume garment construction
- Must be prompt and present a clean, neat appearance
- Must have physical dexterity and flexibility
- Must be able to multi-task & delegate assignments
- COSTUME CREW POSITIONS ARE UNION POSITIONS THAT MUST BE REFERRED BY THE LOCAL 500 BUSINESS AGENT

### **Knowledge, Skills, and Abilities**

- Knowledge of opera artists and repertoire preferred
- Knowledge of period styles
- Ability to lift and carry boxes and costumes weighing from 25-50 pounds
- Ability to deal with difficult and demanding performers
- Ability to work in extremely close quarters and in stressful situations while remaining calm under pressure
- Ability to communicate effectively
- Ability to delegate tasks and work independently with minimal supervision

### **Other Requirements**

- Must be able to climb ladders and get down on the floor repeatedly as required
- Must wear appropriate footwear in the shop. No open – toed shoes
- Must be responsible for all assigned tools and equipment