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# Example of Costume Designer Job Description

Our growing company is hiring for a costume designer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for costume designer

* Provide all necessary information and guidance on executing the design to staff and students
* Collaborate with the costume shop manager and staff on construction and management of the costume shop as needed
* Act as Design/Tech area advisor to costume students
* Participate in Department activities, such as Department meetings, Welcome Night, Visiting High Schoolers Day, Alumni Conference, Awards Luncheon, community outreach, like Lyceum, BOCES career day
* Communicate and collaborate with TD and ATD regularly
* Help shop staff develop and execute organization, maintenance and planning for stock rooms, and help edit stock as necessary
* Keep costs for all shows and costumes general budget within budget limitations
* Member of Design/Tech committee
* Help formulate and institute required safety codes and practices
* Teaching and Advising Students – Teaches courses and provides a learning environment in an academic department of performing arts

## Qualifications for costume designer

* Ability to sew, alter, and dye costumes
* Ability to stay within the productions costume budget
* Two years of college with a major in theatre arts and five years of experience related to costume construction, or an equivalent combination of education and experience
* Knowledge and abilities essential for the successful performance of the duties assigned to the position
* Professional costume design experience
* Collaborative, organizational and time management skills