

Position: Raue Center School For The Arts Onstage – Costume Coordinator
Hours: Negotiated based on availability
Pay: Stipend

Raue Center School For The Arts (RCSA) is thrilled to be relaunching its education program and officially kicking it off in the Winter/Spring of 2024 and is looking for a for a skilled, self-motivated costume coordinator to join our team for the RCSA production of *Diary of a Wimpy Kid: The Musical*. Potential costume coordinator should be a self-starter and an excellent collaborator with the creative team members.

The Costume Coordinator will oversee costumes, hair, and makeup for *Diary of a Wimpy Kid: The Musical*. Job overview includes the following:

Costume Coordinator Responsibilities:

- Oversee costumes, hair, and makeup for *Diary of a Wimpy Kid: The Musical*.
- Collaborate closely with the director to create, brainstorm, and plot the overall look and feel of the show.
- Research the contemporary looks of junior high students, teens, and adults matching the overall theme of the show.
- Demonstrate a solid understanding of the other books in the series by Jeff Kinney to assist in creating a design based on the look/style of the original books.
- Assist student cast members in pulling looks together from students' personal wardrobe.
- Supplement additional costumes by pulling from stock or purchasing when necessary, working with a limited budget.
- Attend production meetings, dress parades, tech and dress rehearsals, and fittings.
- Act as the liaison between the director and stage manager.
- Oversee the parent costume volunteers, who will assist as directed with the costume acquirement, alterations, and purchases.

Important *Diary of a Wimpy Kid* dates:

- Auditions & Callbacks: Week of February 26, 2024
- Rehearsals: March 4 - April 17, 2024
- Performances: April 18, 19, & 20, 2024

Please email the following to: rcsaeducation@rauecenter.org

- Cover letter, which should include:
 - o Why costuming is important to you.
 - o What you can bring to the production.
 - o How you would approach and oversee a volunteer committee.
- Professional resume and/or design resume. *Design/costume resume preferred.
- A link to your portfolio and/or images of previous costume work.

Start date: 1/2024 (*dependent on when first production meeting will be*)

Please note that submission of your resume is a not a guarantee of employment, HOWEVER, we will keep your information on file for future productions.