



Community Art Center Foundation

DATE POSTED: 12/16/21

POSITION TITLE: Intern Costume Design

Position Summary:

The Prizery in South Boston, Virginia is seeking a skilled Costume Design Intern to join its creative team. The successful candidate will have excellent sewing skills, a positive attitude, and an eagerness to learn all aspects of costume design. Our SummerStock Theater Festival season contracts begin as early as May 16th 2022 and runs as late August 15th. The right person may be offered a yearlong contract to continue September through August of 2022/23.

Essential Functions:

- Design, sew, repair, adapt and alter costumes for The Prizery productions as assigned and in conjunction with resident designer.
- Design hair and makeup for productions.
- Perform all duties assigned by the Resident Costume Designer, including but not limited to:
 - Study script and provide appropriate information, including scene breakdown, costume breakdown, and dressing lists.
 - Prepare for and attend all scheduled production meetings with the artistic team.
 - Perform applicable research on plays.
 - Generate renderings and/or working drawings for characters in script.
 - Select, order, and purchase appropriate fabric and materials for costume construction within the production schedule and budget.
 - Attend all fittings for the designed production.
 - Attend dress rehearsals for assigned productions.
 - Direct the maintenance of the shows (draw up laundry lists, set up wash schedules, check to make sure repairs are covered, etc.).
 - Responsible for organizing, training, and supervising student running crews for youth theatre productions.
 - Assist with restocking costumes after strike as needed.
 - Perform costume shop maintenance under the direction of Resident Costume Designer.
 - Maintain wig styles as needed during a production.
 - Perform other duties as assigned by the Resident Costume Designer.

Qualifications and Skill Requirements:

- Bachelor of Arts or Bachelor of Fine Arts Degree in Design strongly preferred.
- Prior experience in costume design and construction, including rendering and sketching.
- Excellent sewing skills; draping/patterning skills a plus.
- Must be able to perform applicable research (costume history, etc.).
- Must possess the ability to interact with diverse audiences, including artists, staff, patrons, and volunteers in a professional and confidential manner.
- Previous experience supervising wardrobe and/or makeup technicians is a plus.

Physical Requirements:

- Must be able to lift 40lbs.
- Must be able to carry a 40lb. bin up a flight of stairs.
- Must have the ability to climb a ladder.
- The physical ability to travel between the various locations is required.
- Reasonable accommodation will be made to enable individuals to perform essential functions.

The Prizery theatre and Arts Center is a 501c3 not for profit society. We operate a 38,000 square foot arts center with a 260 seat theatre, art gallery, banquet and cabaret hall as well as classrooms and various other spaces for education, community gathering and festivity. For 10 years before Covid-19 The SummerStock Theatre season has drawn professional artists and early career college students to South Boston for a SummerStock theatre season featuring Broadway musicals and theatre productions aimed at local and visiting audiences to the southern Virginia region. This summer we will produce 3 professional shows and two youth camp productions for local children and youth. All incoming performers, artistic and production staff will be paid a weekly stipend and housing while in residence for the summer. Intern stipends vary between \$100-\$250 depending on experience and contract.