

Job Title: Wardrobe Assistant – Summer Youth Project

Location: White Rock Theatre,

Project Dates: 3rd August - 16th August 2025

Pre-Production Dates: TBC upon interview. You will be required to work pre-production hours for production meetings.

Overview:

The Summer Youth Project at the White Rock Theatre offers young people aged 8-18 the opportunity to be part of a full-scale musical theatre production. This year's show will be **Addams Family: The Musical**, with performances on the main stage at the White Rock Theatre, featuring a professional set, costumes, sound, and lighting. We are seeking a dedicated **Wardrobe Assistant** to support the Costume Designer in the creation, maintenance, and management of costumes and props for the production.

Role Description:

As the Wardrobe Assistant, you will work closely with the Costume Designer to bring the costume designs for **Addams Family: The Musical** to life. You will assist in the making, fitting, and organising of costumes, ensuring that all garments are well-maintained and ready for use during rehearsals and performances. You will also be responsible creating and sourcing props and managing costume / props logistics backstage.

Key Responsibilities:

- Assist the Costume Designer with the creation of costumes and props, including sourcing materials, cutting fabrics, stitching, and making adjustments as needed.
- Help organise and maintain the costume department, ensuring all costumes are stored correctly and in good condition.
- Attend costume fittings, assist with any necessary alterations, and ensure costumes fit performers appropriately.
- Prepare and label costumes for each performer, ensuring they are easy to access during rehearsals and performances.
- Ensure costumes are clean and well-maintained throughout the project, including coordinating laundry or repairs if required.
- Manage costume-related logistics backstage, ensuring performers have all the necessary pieces for each scene.
- Attend pre-production meetings.
- Support the Wardrobe team during the two-week project period, from 3rd August to 16th August 2025, with specific hours to be discussed at the interview stage.

Key Skills and Experience:

- Experience working in a costume or wardrobe department, ideally in a theatrical or musical theatre setting. (desirable)
- Strong organisational skills and the ability to manage multiple tasks at once.
- Basic sewing and garment-making skills, with the ability to assist in alterations and repairs.
- Attention to detail and an ability to follow the costume designer's specifications.
- Ability to work well as part of a team and follow instructions from the Costume Designer and other creative team members.

- Enthusiasm for theatre and helping young performers look and feel their best on stage.
- Ability to work under time pressure, especially during rehearsals and live performances.
- A positive, proactive, and can-do attitude, with a passion for costume design and theatre production.

Application Process:

If you are an organised and creative individual with an interest in wardrobe and costume work in theatre, we would love to hear from you. Please apply by filling out the google form.

This is a fantastic opportunity to gain hands-on experience in a professional theatre environment and contribute to a dynamic production that will inspire young people.

The post holder must demonstrate a strong commitment to safeguarding and will be required to fully comply with the Trust's Safeguarding Policy at all times. The post holder is required to hold a current DBS check, issued within the last three years. If this is not available, the individual must either provide details for an update service check or agree to undergo a new DBS check at the Trust's discretion.