

Costumer's Job Description

Determine what costumes will be needed for production, by the following means:

- Script – from the director or stage manager
- Cast List: Character(s) / Actor Names
- Have each cast member fill out male or female measurement form

You may wish to:

- Have them measure themselves
 - Or assist each other with measurements
 - Or you may measure each one individually (most accurate)
- Discuss with director any specifics he / she envisions for production
 - Work with actors in relation to their character(s) – how they see them / special needs character has i.e. According to movement, etc.
 - Attend rehearsals as needed to help give a complete picture of costume needs.
 - Attend all production meetings, unless otherwise excused by director.

Once you have an idea of costume needs:

1. Sketch costume renderings or print off pictures that accurately represent the vision
2. See what costumes can come from the costume loft in Scandia
3. Determine what will need to be made, materials or items purchased, or costumes rented from other theater groups – keeping in mind, to stay within the costume budget set for that production (Anything you deem necessary to go beyond the set budget, must first be approved by the Masquers board.)
4. Inform the cast what costume pieces you expect them to come up with or particular items that you would like them to help you look for

- ❖ If you need assistance with costuming, ask for volunteers among the cast members &/or their family.
- ❖ If you feel the need to reimburse anyone for their time & assistance, keep in mind, that is your decision and any compensation will come out of your personal compensation. A separate check **will not** be cut for that individual. Under no circumstances will any portion of your costume budget be used to pay additional help.

Costume parade: schedule a time with director and cast during or before rehearsal to do a “walk-through” of all costume pieces - Usually a couple weeks before opening.

Dress rehearsal dates: schedule the costumes to be ready by that date – with allowance to finishing touches & adjustments, and filling any voids discovered.

Attend all dress rehearsals, being prepared to make adjustments as needed.

During Performances: check on repair / replacement needs of costumes

Post-Production: make sure costumes are cleaned & returned to the loft in Scandia or rental house (If having costumes dry-cleaned and it exceeds the budget, it must be OK'd by the Masquers board.)