

PLEASE POST

Employment Opportunity: Head of Wardrobe

Alberta Theatre Projects, one of Canada's best known contemporary theatres, produces from September through May, including the Enbridge playRites Festival of New Canadian Plays.

ATP is looking for a team oriented individual to fulfill the role of **Head of Wardrobe**.

General Responsibilities

- Coordination of all wardrobe construction activities.
- Management of the wardrobe shop and related personnel.
- Assisting with the recruitment of personnel.
- Tracking and reporting all wardrobe and related expenditures.
- Ensuring that wardrobe construction stays on schedule and within assigned budgets.
- Production of all required paperwork for the running crew.
- Ensuring all wardrobe activities are performed in a safe and orderly manner consistent with company policy, practice and procedures

Qualifications

- Applicants should have 5+ years professional work experience in a Wardrobe Department, preferably at a management level.
- The position requires excellent interpersonal skills, detailed knowledge of wardrobe construction and good budget management skills.
- Knowledge of Health & Safety compliance and the ability to promote a positive team environment in the workplace is essential.
- A valid driver's license.

Working conditions and wage shall be governed by Collective Agreement with I.A.T.S.E., Local 212.

Interested candidates should send a one (1) page resume, as well as a one (1) page cover letter to:

Lance Olson, Production Manager
Alberta Theatre Projects
lolson@atplive.com
220-9th Ave SE Calgary AB, T2G 5C4
(403) 294-7476 (Fax) 294-7493

The deadline for applications is Friday, July 24th, 2009