

# ALBERTA THEATRE PROJECTS

## JOB POSTING – HEAD DRESSER

Alberta Theatre Projects is preparing for our 2021-22 Season of producing live, professional, contemporary theatre in Calgary.

At Alberta Theatre Projects, we create world-class contemporary theatre that blurs the line between the audience and the artist, by telling the most provocative and engaging stories of our time. By embracing the intimacy and unique audience configuration opportunities of the Martha Cohen Theatre, we offer an exciting new experience for our audience with each production.

### ABOUT THE POSITION

Alberta Theatre Projects is looking for a team-oriented individual to fill the role of Head Dresser. This is a seasonal full-time position.

### RESPONSIBILITIES

- Act as wardrobe running crew for all ATP productions
  - Oversee the set-up of all dressing rooms, quick-change booths and the layout of all costumes for all ATP productions
  - Ensure that all costumes and accessories are maintained and laundered and/or cleaned and establish a schedule for costume cleaning and maintenance
  - Maintain the wardrobe maintenance area and backstage wardrobe storage in a clean and safe manner
  - Act as liaison with Stage Management
  - Attend production meetings, staff meetings, technical rehearsals, and note sessions as scheduled
- Read all scripts for ATP productions prior to the first day of build

### JOB REQUIREMENTS

- Exceptional interpersonal skills with strong oral and written communication competence.
- Excellent organizational ability
- Excellent knowledge of fabrics and experience in maintenance requirements
- Detailed knowledge in hair and wig styling and maintenance
- Theatrical makeup/ prosthetics experience is an asset
- Knowledge of basic wardrobe construction
- Stitching experience an asset
- Understanding of Health & Safety compliance and the ability to promote a positive team environment in the workplace is essential
- Competent in Excel and Word programs
- 3+ years professional work experience in a theatrical work environment, and preference will be given to those with supervisory experience
- A passion for performing arts and the creation of new work
- Ability and enthusiasm for working in a collaborative, adaptive team environment
- Team player with a good general knowledge of all aspects of theatre and live performance

This position requires a flexible work schedule due to operational needs of Alberta Theatre Projects and events taking place in the Martha Cohen Theatre, including frequent evening, weekend, and holiday work.

The successful incumbent will be required to undergo a vulnerable sector background search.

### WHAT WE CAN OFFER

Working conditions, wages, and benefits for this role are in accordance with the Collective Agreement between IATSE Local 212 and Alberta Theatre Projects. The 2021-22 base wage for this role is \$28.55 per hour.

We encourage a friendly, team-based environment where everyone feels welcomed.

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### COVID-19 VACCINATION

Alberta Theatre Projects is extremely conscious of the health and safety of our workforce and audiences. As a condition of employment, all Alberta Theatre Projects' employees must be fully vaccinated against COVID-19 using a Health Canada approved vaccination dosage before any in-person shifts commence. Employees must provide proof of their vaccination status to our human resources department.

### DIVERSITY, EQUITY, AND INCLUSION

Our commitment to DE&I is woven into our values and belief that our organization is strongest when we embrace our communities' lived experiences, regardless of what we look like, where we come from, or whom we love. That means building a more equitable, inclusive workplace and promoting daily actions that reinforce our DE&I commitment to the audiences we serve.

We encourage applications from all individuals, regardless of gender, age, race, creed, sexual orientation, family status, and physical ability.

If you require any accommodations during the hiring process, please email [krussell@atplive.com](mailto:krussell@atplive.com) in confidence.

### APPLICATION PROCESS

Please email a letter of interest and resume in confidence to Kyle Russell at [krussell@atplive.com](mailto:krussell@atplive.com). Resumes will be reviewed as they are received and this job will remain open we find a great addition to our team.

Alberta Theatre Projects is committed to reflecting the diversity of our community. We believe in quality and inclusion and strongly encourage submissions from all qualified individuals regardless of gender, age, race, sexual orientation, and physical ability. We also encourage you to self-identify as you are comfortable in your application. If you require any accommodations during the recruitment process, please let us know in the application process.

Thank you to all applicants. Only those selected for interviews will be contacted. No phone calls, please. For more information about Alberta Theatre Projects please visit our website <http://www.albertatheatreprojects.com>