



**Position Title:** First Hand  
**Department:** Production Department, Costume Shop  
**Reports To:** Costume Shop Manager  
**Job Type:** Full-time, Seasonal, Non-Exempt (eligible for overtime)  
**Salary/Wage:** \$640-\$680 per week, depending on experience  
**Benefits eligible:** Yes  
**Targeted Start Date:** August 12, 2024

Syracuse Stage is committed to anti-racism, equity, diversity, and inclusion in all areas of our work, on and offstage, and is an Equal Opportunity Employer. Syracuse Stage acknowledges with respect, the Onondaga Nation, firekeepers of the Haudenosaunee, the Indigenous people on whose ancestral lands Stage now stands. Learn more at [www.onondaganation.org](http://www.onondaganation.org).

Candidates from underrepresented groups and those who share these values and have demonstrable experience advocating for anti-racism, equity, diversity, and inclusion are strongly encouraged to apply.

**General Job Description:**

Assist the Cutter/Draper in cutting, patterning, and altering assigned costumes to be built by the shop for Syracuse Stage and Syracuse University Drama Department productions.

The description of the position in this document is representative and not exhaustive. Regular collaboration between shops in the production department and the wider organization is expected. Duties and responsibilities may shift with organizational needs.

**Specific Responsibilities:**

1. Prepare fabric as needed.
2. Oversee Stitchers and student crews.
3. Assist Cutter during fittings as needed.
4. Cutting/draping as assigned.
5. Oversee alterations as assigned.
6. Assist in all aspects of costume construction as assigned by Costume Shop Manager or Assistant Costume Shop Manager
7. Assist in maintenance of workspace.
8. Participate in additional duties as assigned.

**To Apply:** [Click Here](#) or scan the QR code to the right:

(URL: [https://syracuseuniversity.qualtrics.com/jfe/form/SV\\_0MWNYWJIDV9tZ2K](https://syracuseuniversity.qualtrics.com/jfe/form/SV_0MWNYWJIDV9tZ2K))



Please Include:           Resume  
                                  Cover Letter  
                                  Three (3) professional references  
                                  Portfolio work for Production Dept. positions is encouraged

If you have difficulty submitting your application, please email [HR@syracusestage.org](mailto:HR@syracusestage.org) or call (315) 443-9842. We ask for materials in a written form, but we invite applicants to share their application using whatever format(s) best support their ability and skillset.

**About Syracuse Stage:**

Founded in 1974, Syracuse Stage is the non-profit, professional theatre company in residence at Syracuse University. It is nationally recognized for creating stimulating theatrical work that engages Central New York and significantly contributes to the artistic life of Syracuse University, where it is a vital partner in achieving the educational mission of the University's Department of Drama. Syracuse Stage's mission is to tell stories that engage, entertain, and inspire people to see life beyond their own experience. Each season 70,000 patrons enjoy an adventurous mix of new plays, and bold interpretations of classics and musicals, featuring the finest theatre artists. In addition, Stage maintains a vital educational outreach program that annually serves more than 15,000 students from 14 counties. Syracuse Stage is a constituent of the Theatre Communications Group (TCG), the national organization for the American theatre, and a member of the Arts and Cultural Leadership Alliance (ACLA), the University Hill Corporation and the East Genesee Regent Association. Syracuse Stage is a member of The League of Resident Theatres (LORT), the largest professional theatre association in the country.