

FEDERAL WORK STUDY JOB DESCRIPTION

DEPARTMENT: Theatre Arts

POSITION: Costume Shop Worker Scene Shop Worker Theatre Office Worker

SUPERVISOR(S): Michael Lynch

PURPOSE / ROLE: Assist with Theatrical Productions

QUALIFICATIONS:

CONTRACT DATE: FALL/SPRING SEMESTER FOR CURRENT ACADEMIC YEAR

RATE OF PAY: STATE MINIMUM WAGE

SCHEDULE: VARIES TO ACCOMMODATE STUDENT'S CLASS SCHEDULE

DUTIES AND RESPONSIBILITIES:

Costume Shop Worker- Assist with the production of theatre performance costumes; operate sewing machines; maintain costume vault and supplies; service shop equipment; clean as needed; perform other duties at the direction of the Costume Shop Manager.

Scene Shop Worker- Assist in the construction of scenery for theatre performances; utilize carpentry tools; paint scenery components; perform other duties at the direction of the Scene Shop Manager.

Theatre Office Worker- Staff the theatre office front desk; greet visitors to the department and provide information; field calls to the department phone and record messages; perform other duties at the direction of the Office Manager

Click or tap to enter a date.