



## POSITION DESCRIPTION

TITLE –Wig/ Makeup Build Crew

DEPARTMENT - Production

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### POSITION SUMMARY

Under the direction of the Wig and Make-up Supervisor, this position serves as a key member of The Muny's production team. The crew is responsible for constructing and fitting and hairstyles, wigs, and makeup for assigned productions in cooperation with the supervisor's and wig designer's specifications.

### ENTRY QUALIFICATIONS

- Ideally 5 years' experience in theatrical wigs.
- Ideally 5 years' experience in theatrical make-up.
- Working knowledge of wig making, ventilating, cleaning, and styling.
- High degree of interpersonal and communication skills and the ability to work in a team environment.
- Familiar with period hair styles.
- Up to date knowledge of stage make-up techniques and application.
- Knowledge of prosthetics is a plus.
- Cosmetology license is a plus.
- Valid Driver's License
- Membership in The Wardrobe Attendants Local #805 is not required for application.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Work directly with Supervisor to establish priorities and keep expenditures within predetermined time, labor and budget constraints based on approved final designs.
- Work directly with actors to fit wigs and teach basic make-up style application for each production.
- Work with supervisor to apply specialty prosthetics.
- Ensure timely delivery of all assigned wig elements.
- Maintain a clean and safe environment.
- Promote through actions and words a safe and supportive working environment.
- Additional responsibilities as assigned through discussion with Production Manager and Wig and Make-up Supervisor.

### WORKING CONDITIONS

Wig/ Makeup Build Crew hours are daytime hours M-F from 8:30am – 4:30pm.

Position is Part-time , seasonal. Salary is \$27.85/ hour. Send all inquiries, resumes and references to Tracy Utzmyers, Production Manager, [tracyu@muny.org](mailto:tracyu@muny.org), no later than April 15, 2022.