



## 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 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.
- Excellent ability in wig making, ventilating, cleaning, rolling, and styling.
- High degree of interpersonal and communication skills and the ability to work in a team environment.
- 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

### 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.
- 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 8am – 4pm.

Positions is Part-time, seasonal (3 days a week). Starting immediately. Work ending August 12, 2022.

Salary is \$27.85/ hour. Send all inquiries, resumes and references to Tracy Utzmyers, Production Manager, [tracyu@muny.org](mailto:tracyu@muny.org).

In an effort to provide the safest possible workplace, The Muny requires that all backstage employees be fully vaccinated, plus the CDC's recommended booster after at least five months, if you're eligible. Working in an environment where performers, musicians, crew, and staff practice their craft in large numbers and close proximity a vaccination mandate is necessary to deliver on our commitment to provide a safe working environment to our employees. Vaccinations provide protections for individuals, as well as our community, and further our common goal to emerge from the pandemic.

As we continually are working with local, national health officials as well all the unions and guilds, we reserve the right to update and alter the above language.