



## Position: Draper

**Department:** Production  
**FT or PT:** FT Seasonal  
**Classification:** IATSE Hourly  
**Schedule:** Weekdays, some weeknights, holidays and/or weekends  
**Status:** Non-Exempt  
**Reports to** Production Management & Costumes Supervisor  
**Works With:** LJP Staff, UCSD Residents & Students, Visiting Artists & Designers, IATSE Labor  
**Supervises:** LJP Staff Costume personnel, Apprentices & Pre-Apprentices, IATSE Over-Hire

### Job Description

Under the direction of the Costume Supervisor and Production Manager, the Draper serves as a key member of La Jolla Playhouse's Production Department. The position is expected to function independently in a fast-paced and detail-critical environment. The Draper works closely with and is responsible for managing projects from conception through completion with the design and creative teams for each production. Key to the success of those projects, the Draper, in conjunction with the Production Manager and Costume Supervisor, will take an active role in communication with, Designers, IATSE personnel and La Jolla Playhouse Management to ensure successful execution of all designed costume elements.

The Draper supervises day to day operations in the costume shop related to any productions produced and presented by La Jolla Playhouse to which they are assigned; supervises implementation of the Costume Designer's plans; assists the Costume Supervisor in the development of scheduling, inventory controls and communication between production and artistic staff; achieves other special projects as needed; and fulfills all other duties as assigned by the Costume Supervisor or Production Manager. The strongest candidate is a manager, skilled technician and artist committed to the artistic vision and mission of La Jolla Playhouse.

### Responsibilities

- In conference with the Costume Supervisor decide on construction for each garment and assist in problem solving to facilitate the completion of all costumes keeping in mind budget, time, safety, and designer's desired results.

- Works with the Costume Supervisor to coordinate and execute the costume design and requirements of designers and directors, including the patterning, fitting and directing construction of costumes from designer sketches.
- Leads the procurement, organization, and maintenance of Costume shop materials and resources, including tools, costume building materials, supplies, and equipment.
- Assists in scheduling, project tracking, purchasing and planning for productions and costume shop operations as assigned.
- Monitors and enforces safety in the costume shop areas.
- Supervises and participates in the restocking and reorganizing of the shop and storage areas.
- Functions in a professional and collegial manner when collaborating with all theatre personnel, professional creative teams, staff, management and other visiting artists.
- Participates in research and development of special projects as assigned by the Costumes Supervisor.
- Monitors, maintains, enhances and supports the educational and institutional mission of the La Jolla Playhouse.
- Other duties as assigned

## Qualifications

- 6 plus years of professional experience in theatrical costume construction methods, in a regional theatre environment (LORT B).
- Bachelor's degree or equivalent professional experience required.
- Ability to regularly lift 20lbs.
- Valid Driver's License.
- Working knowledge and demonstrated skill with specialized tools used in advanced costume construction.
- Knowledge of and dedication to safe working practices.
- Strong attention to detail and proactive monitoring of processes with excellent communication skills.
- Possess strong critical thinking, problem solving, and organizational skills.
- Ability to multi-task and work under time constraints.

**To Apply** Send cover letter, resume, and references to: Ben Seibert, Production Manager, productionjobs@ljp.org. PLEASE INCLUDE IN THE SUBJECT LINE – “Draper” **Electronic submissions only** no mail, fax or phone calls please. EOE.