



**Position Title:** Cutter/Draper  
**Department:** Production Department, Costume Shop  
**Reports To:** Costume Shop Manager  
**Job Type:** Full-time, Seasonal, Non-Exempt (eligible for overtime)  
**Salary/Wage:** \$680-\$720 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:**

Responsible for patterning and cutting assigned costumes to be built by the costume 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. Supervise Stitchers during the construction of assigned costumes, including fabric preparation.
2. Assign or supervise fittings of assigned costumes.
3. Oversee the quality of work done by staff on assigned costumes.
4. Assist in the scheduling of workweek.
5. Assist Designers in estimating fabric and notions necessary to build costumes assigned.
6. Keep track of supplies used in construction of costumes.
7. Supervise student cutters when necessary.
8. Assist in costume shop maintenance as needed.
9. Assist Costumer and Assistant Costumer as necessary.
10. Noting and advising wardrobe maintenance staff of any special care instructions for finished garments and any information regarding fabric treatment during the construction of the garment.

**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.