

**OREGON SHAKESPEARE FESTIVAL
JOB DESCRIPTION**

JOB TITLE: STITCHER I

JOB SUMMARY: Prepares, constructs, finishes and alters costumes for all OSF productions working directly with design team's assigned cutters.

ESSENTIAL JOB DUTIES:

1. Constructs new costumes; alters, reconfigures and/or restores stock and rental costumes.
2. Works both independently and as part of the Cutter's crew, the show team, and the shop as a whole, maintaining regular, effective communication in each area.
3. Displays flexibility while working with different preferred methods of cutters.
4. Interprets and implements instructions and construction markings, solve technical problems and manage work time, project pace and organization
5. Must have basic knowledge of stitching vocabulary and fabric characteristics and show interest in developing knowledge and skills in tailoring, advanced dressmaking, and finishing.
6. Must be skilled in a variety of hand-stitching techniques.
7. Knows and as needed learns specialized theatrical construction techniques. Works with the attributes and behaviors of a wide variety of fabrics and materials.
8. Uses dress forms to shape, manipulate, measure, and fit costumes during construction and to maintain proportion and drape during alterations.
9. Uses a variety of techniques to apply and remove non-fabric elements such as metal closures, steel and plastic boning, eyelets, grommets, cord-tips, busks, buttons, bells, beads, sequins, feathers, and buckles.
10. Advancement requires a demonstrated improvement in quality knowledge of techniques and speed of work.

OTHER JOB DUTIES:

1. Responsible for basic machine care and maintenance.
2. Performs shop cleanup and maintenance as necessary.
3. Attends shop, show and production meetings.
4. Performs other duties as assigned by Costume Shop Manager and Workroom Supervisor.

RELATIONSHIPS:

Reports To: Costume Shop Manager, Workroom Supervisor, Cutters and First Hands.
Collaborates with Master Stitchers, Stitcher II s and other Stitcher I.

MINIMUM QUALIFICATIONS: (Necessary to the Successful Performance of the Position)

Work Experience: Two years experience in theatrical sewing and construction through formal education or work experience, or two years of experience working in a tailor shop, or

three years of experience working in an industrial setting with a variety of fabrics and techniques. Must have ability to identify and implement all appropriate safety techniques related to the job. Must have knowledge of a variety of fabric and their different characteristics and treatments. This includes but is not limited to; reading patterns and marking for sewing accuracy; use and implementation of sewing terminology;

Machines, Tools, Equipment, Work Aids: Working knowledge of industrial & domestic sewing and overlock machines, irons, and measuring, marking, pressing tools and other tools needed to meet technical needs. Ability to use button-covering, bias tape-making, and grommeting tools, tube turners, pliers, hammers, mallets, knives, razors, wire cutters, bone and lace cutting/tipping tools..

Physical Ability: Ability to sit for long periods of time; ability to cut, stitch by hand or by machine; Must be able to do small and large motor skills. Ability to withstand repetitive movements of hands and arms for long periods of time, and to lift up to 40 pounds.

Other Ability: Ability to continuously acquire new information and technique, ability to maintain flexibility and adaptability; ability to consistently produce high quality work at sufficient speed, to create and maintain a positive work atmosphere by communicating in a manner respectful of co-workers. Excellent communication, interpersonal and problem-solving skills, adaptability and a willingness to follow instructions. Self-motivated, punctual and work well under deadline pressure.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all job duties performed by the personnel so classified. Management reserves the right to revise or amend duties at any time.

Non-exempt, Salaried position
July, 2013