

ABBEY THEATRE AMHARCLANN NA MAINISTREACH

ABBEY THEATRE Amharclann na Mainistreach | Job Description

JOB TITLE:	Costume Assistant - Cutting and Making – fixed term
RESPONSIBLE TO:	Costume Manager

The Abbey Theatre is Ireland's national theatre and occupies a unique position in the hearts and minds of Irish people. It has two theatres; the Abbey, with a capacity of 492 seats, and the Peacock, with a capacity of 132 seats. We produce a year round programme of productions, public readings, talks, workshops and artistic development work. We produce work at home and on tour, which not only showcases Irish and international theatre but also engages with the artistic and civic life of contemporary Ireland



Costume assistant Job Description – Fixed Term

- The candidate will have comprehensive experience of garment cutting and construction and is passionate about their work
- They have an in-depth knowledge of costuming, including pattern cutting using historical and contemporary form, garment construction & alterations, fittings and, fabric selection .
- The successful candidate will contribute to running an efficient and innovative costume department capable of meeting the many and varied demands that are made of our team.
- Liaising with all members of the department to ensure the timely completion of work.
- The ability to work in a flexible way in a sometimes pressurised environment and to deal with all situations as they arise in a calm, positive and professional way.
- An appreciation of theatrical project based work that means one's functions and duties are constantly evolving
- Any other duties that are deemed reasonable or appropriate

Skills / Experience:

- Minimum of 4 years experience in a costume, fashion or related production environment.
- An ability to take responsibility calmly and confidently in a variety of situations.
- Excellent organisational skills and an ability to work under pressure to meet strict deadlines.
- Excellent communication skills.
- A third level qualification in costume, fashion or a related discipline is not essential but may be an advantage.

TERMS AND CONDITIONS:

Post: This is a fixed term two month (02 January 2019 – 08 March 2019) contract with the Abbey Theatre.

Hours: 39 hours net per week. Flexibility and availability to work evenings and weekends is required.

Annual Salary: Salary commensurate with skills and experience.

Holidays: 24 days per annum (including Good Friday & Christmas Eve)

Public Holidays: 9 Public holidays per annum

Pension: The Abbey Theatre provides employees with access to a *Personal Retirement Savings Account* (PRSA) and will match contributions up to 5.5% of salary.

Employees must contribute a min. of 3% to avail of employer contributions. Contributions are made through payroll.

Life Assurance: The Abbey Theatre Group Life Assurance plan provides a benefit to all employees of 4 times annual salary in the event of death while in service.

Health Insurance: Employees are provided with the option to join the Abbey Theatre – VHI Group Scheme. Participant employees receive a 10% discount on any VHI plan and the subscription is deducted through payroll.

APPLICATION PROCESS:

Please send the cover letter and an up to date CV to:

recruitment@abbeytheatre.ie

The closing date for applications is 5pm on Tuesday 13 November 2018

The Abbey Theatre is an equal opportunities employer