

# Seeking Wardrobe Supervisor MOUNTAIN THEATRE COMPANY — 88th SEASON Professional Repertory / Stock Engagement | Two Productions

**Mountain Theatre Company**, North Carolina's oldest professional theatre organization, is seeking to hire a Wardrobe Supervisor for *Dancin' in the Street* and *Showstoppers!*. This position will join the experienced, award-winning team behind Western North Carolina's premier professional theatre company.

Mountain Theatre Company, currently in their 88<sup>th</sup> season, is the largest arts organization for over 50 miles, and attracts visitors to Highlands, North Carolina from all over the world.

Mountain Theatre Company is committed to diversity and operates with a policy of equal employment opportunity designed to promote a positive model of inclusion. As such, Mountain Theatre Company encourages artists of all ethnicities, gender identities, and ages, as well as artists with disabilities, to apply.

## PERSONNEL

Executive Artistic Director: Scott Daniel

Company Manager: Emanuel Carrero

## CONTRACT DETAILS

**Production:** DANCIN' IN THE STREET & SHOWSTOPPERS!

**Venue:** Highlands Performing Arts Center

**Contract Dates:** May 31st, 2026 - September 1st, 2026 (*week off 07/13-07/19*)

**Role:** Wardrobe Supervisor

**Weekly Rate:** \$600/wk - \$650/wk

**Housing and Travel:** Provided/Single Occupancy

## PRODUCTION DATES

*Dancin' in the Street*

Rehearsal Dates: June 1st - June 23rd

Production Dates: June 24th - July 14th

*Showstoppers!*

Rehearsal Dates: July 20th - August 11th

Production Dates: August 12th - August 31st

Seeking qualified candidates who have experience as a Wardrobe Supervisor in Pre-Production, Tech and operating a commercial production.

Responsibilities include those as typically assigned to a Wardrobe Supervisor, such as:

## BASIC RESPONSIBILITIES:

- Assist Costume Designer in pulling from stock the necessary costume and costume accessory elements for the production.

- Assist Costume Designer in pulling from stock all fabrics, trims & accessories to be used in the execution of the costume design.
- Draft or drape original patterns or adapt existing patterns, as needed.
- In coordination with the Costume Designer arrange for fittings of all costumes.
- Attend all costume fittings.
- Prepare costume inventory lists.
- Prepare the dressing rooms prior to first dress rehearsal
- Prioritize and attend to all notes during the dress rehearsal period.
- Make sure all rehearsal costumes and production costumes are properly cleaned and returned to stock.
- Assist Costume Designer in the development of quick-change/dresser tracks for both stage right and stage left.
- Run a quick-change/dresser track for all performances
- Create and execute laundry schedule
- Repairs and maintenance to all wardrobe assets
- Other duties as assigned by the Costume Designer or Executive Artistic Director

**REQUIREMENTS:**

- The ability to tailor men's suits jackets is a MUST
- The ability to alter women's gowns is a MUST.
- Unmatched organizational and problem-solving skills.
- A firm, kind, polite, respectful, encouraging, and calm manner.
- Patience, stamina, a sense of humor, and the ability to remain calm is a must.
- Training/Certification in CPR, AED, and/or first aid is a plus, but not required.
- A high school diploma or GED is required.
- A B.A. or B.F.A. is a plus, but not required.
- Ability to drive to contract is a plus

\*Candidates must be fully vaccinated.

To apply, please submit a cover letter and resume, listing all previous work experience, to [techjobs@mountaintheatre.com](mailto:techjobs@mountaintheatre.com)

Mountain Theatre Company is dedicated to engaging and enriching our community and its visitors while contributing to the cultural and economic development of Highlands, NC, through world class Broadway-style musical theatre experiences featuring national professional artists and providing entertaining and inspiring productions for diverse audiences.

Mountain Theatre Company is a 501(c)(3) non-profit arts organization. For more information, visit our website: [www.MountainTheatre.com](http://www.MountainTheatre.com).