

COSTUME DESIGNER

Code No. 4-18-361

NON-COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position at the Rochester City School District is responsible for acquiring or, designing and constructing original costumes for the School of the Arts. The Designer works closely with the Director, Producer, Choreographer, Scenic Designer and Lighting Designer to achieve the total visual effect of a production. Work further involves developing and monitoring production budgets and recruiting and training volunteers. The employee reports directly to and works under general supervision of the School Principal. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed)

Consults with director, conducts research and designs costumes to meet the needs of individual productions;

Works with staff to determine costumes needed, checks existing inventory, and borrows those not available;

Obtains performer's sizes, and ensure fittings are done in a timely manner;

After performance, checks costumes for mending, or ironing and ensures costumes are washed and returned to storage or to where borrowed from;

Maintains a full inventory in "book/picture" form that will be accessible to producers and/or directors;

Formulates and monitors production and yearly budget;

Works with students in costume design classes;

Solicits, trains and assigns volunteers interested in costume design and construction.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of costume history, design and techniques of construction as related to theatrical productions, dance recitals, etc.; good knowledge of the care, maintenance, cleaning and minor repair of related machinery; working knowledge of budget preparation and control; skill in designing and constructing costumes; organizational skill; ability to recruit and train volunteers; ability to prepare systems and inventory current stock; ability to establish and maintain effective working relationships; ability to keep records and reports; willingness to work flexible schedules; dependability; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma plus EITHER:

- (A) Five (5) years paid full-time or its part-time or volunteer experience in costume design and construction; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Fine Arts plus three (3) years of experience as defined in (A) above; OR,
- (C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

NOTE: Education in fine arts beyond the Associate's degree may substitute for up to one (1) year of the required experience.

SPECIAL REQUIREMENTS: Depending on the position duties, candidates for employment with the Monroe County Government will be required to pass a pre-employment drug test.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: February 18, 1993