

## **JOB DESCRIPTION: WIG & MAKE-UP STYLIST**

Rev: 10/2022

**Job Title:** Wig & Make-Up Stylist

**Reports To:** Hair Department Supervisor (HDS) and Hair & Wig Supervisor (HWS)

**Department:** Production/Wigs

**FLSA Classification:** Seasonal Full-Time Non-Exempt or Temporary Full-Time Non-Exempt

**Rate:** \$20 - \$24 per hour, time and a half over 40, plus housing on the Goodspeed campus.

**General Statement of Job Function:** The Hair, Wig & Make-Up Stylist is responsible for assisting in the care, management, maintenance, and organization of hairstyles, wigs, and makeup as well as developing and running wig tracks for assigned productions.

### **Principle Duties and Responsibilities:**

- Complete all assigned tasks by HDS, HWS, and stage management in an efficient, safe and timely manner while maintaining the integrity of Designer's vision.
- Work with HWS and Hair & Wig Designer to complete assigned styles as specified by the Wig Designer within time and budget constraints.
- Assist in the construction and styling of wigs.
- Assist in the maintenance, style and upkeep of wigs and hair throughout the run of assigned productions.
- Assist with fitting actors for wigs and facial hair.
- Keep inventory and stock actors' supplies with appropriate materials, and work with HDS to acquire/restock when necessary.
- With HDS, instruct actors on makeup application appropriate to their character.
- Attend and participate in all technical rehearsals, crew calls, technical notes and performances as assigned.
- Provide assistance to other departments during the run of a production that includes, but not limited to, assisting with wardrobe changes or prop handoffs.
- Assist with the load-in and strike of all wig, hair & make up elements.

### **Other Duties and Responsibilities:**

- Assist with shop work as necessary, including maintenance or creation of elements for a production and occasional cleaning and restocking.
- Assist the Costume Rental Collection with pulling, inventorying, maintenance and transportation of costumes for Goodspeed productions and third party rentals.
- Maintain a clean and safe workspace.
- Other duties as assigned.

**Required Qualifications & Skills:** Working knowledge of wig making, ventilating and styling; Experience running hair and makeup tracks; Excellent verbal, written, and interpersonal communication skills; High level of organizational skills; Ability to work in a team or solo; Willingness and ability to work under severe time deadlines; Able to repeatedly climb four flights of stairs while carrying 25 pounds and work long hours during heavy build and tech

periods; Able to stand up for 4-6 hours during tech rehearsal, show run and all performances; Availability nights, weekends, and the occasional Holiday.

**Preferred Qualifications & Skills:** Cosmetology license; Familiarity with period styles; Ability to work collaboratively and effectively with a wide variety of coworkers at different levels of skill and knowledge; Ability to troubleshoot problems in a calm and efficient manner under pressure.