

## POSITION DESCRIPTION

**Position:** Principal Cutter

**Contract:** Full time

**Reports to:** Costume Workroom Manager

**Commencement date:** March/ April 2025

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## POSITION PURPOSE

The Principal Cutter plays a key role in the creation of Queensland Ballet's costumes by developing precise patterns based on the interpretation of designs provided by Costume Designers and Stylists. The Principal Cutter works closely with the Costume Workroom Manager and Costumiers to ensure costumes meet the highest artistic and technical standards for Queensland Ballet's productions, remounts, hired productions, and other events.

## REPORTING

The Principal Cutter reports directly to the Costume Workroom Manager and collaborates with the Head of Costume, Costume Designers, Stylists, and Costumiers.

## RESPONSIBILITIES

- Develop and cut costume patterns in consultation with the Head of Costume, Costume Workroom Manager, Costume Designers, and Stylists. Work closely with Costumiers to ensure costumes are constructed to design specifications and artistic intent.
- Maintain Queensland Ballet's high standards in costume construction, alterations, and finishing, ensuring consistency across productions.
- Provide material requirements and labour estimates when necessary to support accurate budgeting for new costumes and refurbishment projects.
- Organise and conduct costume fittings in collaboration with the QB Artistic Department. Document costume allocations, remount considerations, and report any necessary alterations or issues to the Head of Costume and Costume Workroom Manager within budget and production timelines.
- Support the professional development of the costume team by sharing expertise and assisting with upskilling initiatives for both new and existing staff.
- Execute costume construction and additional tasks as required to support the smooth operation of the costume department.
- Adhere to all Queensland Ballet Workplace Health and Safety regulations and best practices.

## KEY ATTRIBUTES AND SKILLS

- Expertise in pattern making, costume construction, and alterations.
- Strong time management skills with the ability to work under pressure and meet tight deadlines.
- Flexibility to work collaboratively within a team while also demonstrating the ability to work independently.
- Excellent communication skills to liaise effectively with multiple departments and stakeholders.

- High level of professionalism, attention to detail, creative problem solving and commitment to artistic excellence.
- Understanding of theatre operations, production processes, and backstage etiquette.

## **QUALIFICATIONS & EXPERIENCE**

1. Minimum of five years' experience in a similar role, preferably within a performing arts organization.
2. Demonstrated expertise in pattern making and advanced costume construction techniques.
3. Proven ability to work efficiently within a team and independently, ensuring all tasks align with production deadlines and Queensland Ballet's costume requirements.
4. Strong ability to take direction and provide constructive input while maintaining respectful and collaborative relationships with colleagues.

## **GENERAL INFORMATION**

### **Recreation Leave**

20 working days per year

### **Personal/Carer's Leave**

10 working days per year

### **Hours of Work**

Nominally 38 hours per week Monday to Fridays, with occasional weekend and evenings work.

### **Probationary Period**

Six months from commencement

### **Salary**

To be negotiated with the successful candidate. Superannuation is paid into the superannuation fund of your choice, currently at the rate of 11.5%.

## **APPLICATION PROCESS**

Please apply for this position via Seek, with a CV and Cover Letter addressing your suitability for this role. Applications will be considered as they are received, so we encourage you to submit your application at your earliest convenience. Please note that referees will be sought from candidates following the interview process.

## **ABOUT QUEENSLAND BALLET**

Queensland Ballet is a vibrant, creative company and one of the fastest growing arts organisations in Australia. We offer a program of world-class productions of the best classical ballets and inspired contemporary and neo-classical dance works. Our dancers are acclaimed for their technical excellence, versatility and generosity of spirit. We understand our responsibility to Queensland's regional communities and regularly tour our artistic and community programs, while offering exciting health and community programs from our West End home, the Thomas Dixon Centre. We are committed to enriching the lives of as many people as possible.

*Queensland Ballet acknowledges the traditional custodians of the land on which we work and perform. Long before we performed on this land, it played host to the dance expression of our First Peoples. We pay our*

*respects to their Elders – past, present and emerging – and acknowledge the valuable contribution they have made and continue to make to the cultural landscape of this country.*

*To reflect the diversity of the communities and people with whom we engage, we seek to hire a workforce that is both representative and diverse. With a focus on inclusion, accessibility, and flexibility, we are committed to supporting you in your career with Queensland Ballet.*

*We are committed to providing an inclusive and child safe environment that is free from Workplace Harassment, Sexual Harassment and Bullying. Our robust human resources, recruitment and vetting practices are adhered to during the application and interviewing process. Certain roles may require that we carry out working with children, police records and reference checks to ensure that we are recruiting the right people.*