

Drama Theatre – Makeup/Hair Designer

DESIGNER'S RESPONSIBILITIES TO THE DEPARTMENT

- Check e-mail on a daily basis.
- Attend all design and production meetings.
- Adhere to all published deadlines.
- Be proactive: contact your director and stage manager, find out the rehearsal schedules, check in with your fellow designers regularly, etc.
- Provide Donna Massimo with your class schedule no later than the preliminary-design due date. This will help in scheduling work calls and fitting times.
- Present your design to the cast.
- Attend necessary rehearsals.
- Attend all daytime work calls agreed upon with Donna Massimo.
- Detailed renderings of makeup designs to run crew personnel.
- Train head of wardrobe, and makeup/hair execution designer, crew personnel, actors – as appropriate).
- Attendance at all dress rehearsals and previews.

Note:

The above are basic responsibilities for this position and should function as guidelines. Responsibilities may shift based on the needs of the student and the production.