

Job Vacancy

**Senior Touring Wardrobe Technician –**

**full time permanent role**

Department: Touring Wardrobe

###### Salary: £32,760 WNO / BECTU Grade 2.1 - pa permanent

Subsistence Allowances Touring: UK Theatre Opera & Ballet Rate

£497.99 - £622.49 pw for touring weeks + travel

Start Date: late August 2025

Details: Based in Cardiff plus UK Touring

Annualised Hours Contract

 Based on 44 hours per week averaged

 T&Cs as per WNO / BECTU Collective Agreement

Job Description

Job title: **Senior** Touring Wardrobe Technician

Responsible to:Touring Wardrobe Manager

###### Main purpose of the role:

To work with the Touring Wardrobe Manager to deliver the highest quality presentation of the costume elements of productions, events and projects in an efficient manner that promotes a safe, healthy and sustainable working environment.

**Scope:**

The Senior Touring Wardrobe Technician will deputise for the Touring Wardrobe Manager will lead on delegated touring wardrobe tasks, maintaining standards and developing performance.

###### Key responsibilities:

###### Production

* Apply your practical wardrobe skills, knowledge and experience to ensure that productions are presented to the highest possible standard, and that the production team’s creative and artistic vision is reproduced accurately and consistently; both in Cardiff and on tour.
* Provide excellent hands-on skills in the following areas:
* Washing, drying, dry-cleaning, ironing and pressing costumes.
* Repairs, minor alterations and maintenance of costumes.
* Looking after footwear, hats, jewelry and other accessories.
* Working get-ins, get-outs and changeovers of performances, involving carrying heavy costumes.
* Setting dressing rooms and dressing artists during rehearsals and performances.
* Support the company’s producing, touring, rental and co-production work in the UK and Worldwide.
* Support the work of all WNO departments including rehearsals, productions, commercial work, concerts, digital work, smaller scale productions and events.
* Ensure that areas used by Touring Wardrobe Department are kept clean and tidy, and that all departmental equipment is correctly stored and maintained.
* Supervise the Get In and Get Out of toured equipment.

###### Teamwork

* Support initiatives designed to encourage the recruitment and development of a workforce that reflects the communities in which we work and perform.
* Attend Stage Department and Technical Meetings as necessary and assist with the delegation of tasks across the department.
* Liaise with colleagues across all WNO Departments to ensure open and constructive communication.
* Liaise with colleagues from venues and partner companies to develop co-operative and mutually beneficial working practices.

**Administration**

* Follow Touring Wardrobe Department and wider WNO administrative systems, assist the Touring Wardrobe Manager with scheduling, time sheets, holiday records, and other staffing related data in conjunction with the HR Department.
* Provide reports and information as may be required in the execution of these duties.

**Stores**

* Supervise the storage and maintenance of WNO Costumes and Touring Wardrobe Equipment.

**Health & Safety**

* Support a positive safety culture within the touring wardrobe department, adhering to the Company’s Health & Safety policy, rules and regulations at all times.
* The post carries responsibilities as set out in the WNO Health and Safety Policy.
* Familiarise yourself with and follow risk assessments and Safe Systems of Work for delegated Touring Wardrobe Department activities.
* EnsurE high levels of public safety and stakeholder care and work in such a way as to promote a culture of safety.

###### General

* To behave in accordance with our values
* To maintain confidentiality and observe data protection and associated guidelines where appropriate.
* To ensure compliance with our policies and procedures at all times
* To undertake any training appropriate to the post.
* This is a touring role. The role will be based at WNO’s sites in Cardiff during the production period but will involve regular travel to locations within the UK and abroad.
* The role will focus practical delivery but you may be asked to assist with a limited amount of administrative and planning work.

The duties in this job description are not exhaustive and may be altered at any time to reflect the changing needs of the organisation. The post holder will be required to undertake such duties and responsibilities as may reasonably be expected from time to time within the scope and grading of the post.

**Person Specification**

**Senior Touring Wardrobe Technician**

The Ideal Candidate

* The desire to acquire new experiences and knowledge and to learn new skills.
* Focused on the safe, practical delivery of the running wardrobe elements of production.
* Experience of first line supervision of teams.
* Able to supervise the manual handling of costumes and touring wardrobe equipment
* Self-motivated and pro-active with the ability to work calmly under pressure.
* A sympathetic approach to people working under pressure in an artistic environment.
* The ability to work as a member of a large team as well as the ability to work independently.

Skills, knowledge and experience:

* Excellent practical skills, knowledge and experience of running wardrobe
* Good Sewing Skills
* A working knowledge of current Health & Safety practice relevant to the role.
* Basic IT skills including use of Outlook, Word and Excel.
* A flexible approach to the requirements of the job.
* Ability to travel independently within the UK and abroad.
* Experience of working with period costumes.\*
* Experience in the staging elements of repertory theatre.\*
* Experience of large-scale theatrical touring.\*
* Up to date knowledge of current theatrical practice with the ability to keep abreast of new technologies and working practices.\*
* A recognised Health and Safety qualification and/or the skills, knowledge and experience to obtain a qualification with suitable training.\*
* The potential to grow into amore senior role within technical theatre.\*.
* Full, current UK driving licence.\*
* An interest in Opera.\*
* Welsh language speaker/writer.\*

Points marked with an asterisk (\*) are desirable rather than essential.