

WORK EXPERIENCE

Costume Supervisor

May 2017 - Present

- Des Moines Metro Opera - Indianola, IA
- Head of Costume Department
 - Develop and manage individual show and supply budgets
 - Primary purchaser for all costume department needs
 - Interview, hire and supervise staff
 - Collaborate with various department heads to produce full operas
 - As head of the costume department, communicate all department needs to the Director of Production
 - Provide support to designers, coordinate bids from builders, and acquisitions from vendors

Assistant Professor of Theatre & Costume Shop Manager

Aug 2018 - May 2021

- Simpson College - Indianola, IA
- Developed and managed annual and individual show budgets
 - Prepared designs and created a production plan for each show
 - Supervised up to 15 work-study students
 - Devised and executed a new organizational storage plan
 - Maintained shop equipment and supplies
 - Advised and mentored student designers on the production process
 - Lead service initiatives via committees and department events
 - Modified and adapted classes and degree plan with the theatre department to correspond with college-wide organizational changes

Adjunct Assistant Professor of Costume Design & Costume Shop Manager

Aug 2017 - May 2018

- Connecticut College - New London, CT
- Developed and managed the shop and individual show budgets
 - Prepared designs and created a production plan for each show
 - Supervised 3 to 10 work-study students
 - Maintained shop equipment and supplies
 - Advised student designers in the production process

Costume Rental Manager

Aug 2017 - May 2018

- University of Connecticut - Storrs, CT
- Devised and executed a new stock organizational plan and layout
 - Restored all stock items after every piece was removed for cleaning
 - Maintained all stock areas once every item was restored
 - Coordinated rental and/or loan of costumes to outside designers
 - Assisted student designers with pulling of costumes and restocking returns
 - Created rental invoices and maintained rental records
 - Supervised work study students as assigned, including during strike

Assistant Costume Shop Supervisor

May 2016 - July 2016

- Connecticut Repertory Theatre Nutmeg Summer Series - Storrs, CT
- Assisted shop supervisor with developing and executing a production plan
 - Assisted with staff supervision and scheduling
 - Provided support to designer with design development and implementation
 - Served as liaison between wardrobe crew and costume designer

SKILLS

- Costume/Garment Construction
- Microsoft Office Suite (Word, Excel, Powerpoint, Publisher)
- Google Suite (Doc, Sheets, Slides)
- Adobe Creative (Acrobat, Photoshop)

EDUCATION

M.F.A. in Costume Design, 2017

University of Connecticut - Storrs, CT

B.A. in Theatre

Southwestern University - Georgetown, TX

HONORS

Girl Scout Gold Award Recipient, 2006