

Job Description

Job Title:	Apprentice Wardrobe Assistant (Level 3)	Department:	Wardrobe
Responsible To:	Senior Cutter	Salary:	£26,278
Location:	Pitlochry, as primary location (although potential occasional travel to locations in UK as part of touring productions). Online learning opportunities will enrich skills and experience gained at the Theatre.	Position Type:	24 months to start from 8 Sept 2025 – 10 Sept 2027.
Working Hours:	40 hours a week (including 6 hours a week for training, and online seminars once per month). The Company's core business hours are 09.00am – 5.00pm. However, your working hours will be treated as flexible to match the workload and commitments required by the Company. Time allocated to enable the apprentice to undertake training delivered by Chichester College Group (structured online sessions for learning from a range of industry professionals).		
Key Relationships	Line manager and mentor - Wardrobe Manager		
Context	<p>Pitlochry Festival Theatre has been providing a unique cultural experience for over 70 years, appealing to national and international audiences and visitors.</p> <p>We are Scotland's leading producer of musical theatre, a champion of ensemble practice and the country's only rurally located, major arts organisation. Our home is a glorious eleven-acre campus that includes the Explorers Garden.</p> <p>More than a place to come and see a show, we offer great theatre and art for all in an inspiring, creative atmosphere. Pitlochry Festival Theatre's campus now comprises a 538 seat Main Auditorium, a 172 seat Studio theatre as well as our Amphitheatre and Bandstand located in the theatre grounds.</p>		
Apprenticeship role purpose	<p>The Apprentice Wardrobe Assistant will contribute to the effective and efficient delivery of Wardrobe Services, under supervision. The post holder works within the Production department and is expected to make a positive contribution to the development and success of the company. This apprenticeship is designed to build skills and confidence across the wardrobe function, supporting future careers in costume, dressing, and wardrobe maintenance.</p> <p>As an Apprentice Wardrobe Assistant, you will:</p> <ul style="list-style-type: none"> • Have the opportunity to work alongside experienced staff • Gain job-specific skills • Get time allocated for study, training and networking opportunities • Be offered a up to £50 a week to support your travel costs to and from work • Provide a stepping stone into the industry <p>This apprenticeship is part of The Mackintosh Foundation's Regional Technical Apprenticeship Programme. This is the second cohort which The Foundation has supported and is being delivered in partnership with 15 venues across the country. As part of the programme all apprenticeships will receive additional support for their development and progress. This will take the form of monthly online catchups and</p>		



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	development sessions, as well as opportunities for in person networking and learning. The Apprentice will be required to complete an End Point Assessment at the end of the training.
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Apprenticeship structure:	
Year 1	Foundational Learning <ul style="list-style-type: none"> • Costume Construction – Basic sewing, cutting, hand finishing, use of machines and materials. • Dressing and Maintenance – Introduction to quick changes, dressing etiquette, costume plots. • Wig Handling and Hair – Fundamentals of wig preparation, setting, and maintenance. • Costume Administration – Support with sourcing, hiring, returns, and wardrobe logistics.
Year 2	Specialisation and application <p>The apprentice will take on increased responsibility, acting as a dresser and undertaking wardrobe maintenance tasks during performances, with more advanced making and upkeep work under supervision.</p>

Key Accountabilities:
<ul style="list-style-type: none"> • Assist with the manufacture and delivery of costumes and wigs to high production standards. • Learn and assist with dressing duties during rehearsals and performances. • Support wardrobe maintenance including repairs, laundry, pressing and continuity checks. • Promote and support a positive health and safety culture in the wardrobe team.

Key Tasks:
<ul style="list-style-type: none"> • Assist in the making, finding, hiring or purchasing of costume items. • Undertake supervised dressing responsibilities during performances and changeovers. • Learn wig dressing and maintenance techniques under guidance. • Participate in the cleaning, upkeep and documentation of all wardrobe items. • Help maintain tidy and safe working areas including laundry and workrooms. • Record costume notes and help update dressing plots and continuity reports. • Participate in fittings and support alterations with team members.



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- Support the wardrobe manager with costume logistics and administration tasks.

Health and Safety:

- Attend all required Health & Safety training, including COSHH and manual handling.
- Assist with documentation and risk assessments as directed.
- Contribute to the work of the Health and Safety committee as required.

Other:

- Assist with mentoring and shadowing opportunities for short-term placements.
- Contribute to environmental sustainability initiatives in the Wardrobe Department.
- Actively engage in continuous learning and personal development throughout the apprenticeship.

Person Specification

Our purpose, vision and values

We exist to improve lives by sharing Pitlochry with the world and the world with Pitlochry.

Our vision is for Pitlochry Festival Theatre to be recognised as the nation's most impactful producing theatre, at home and beyond.

We do this:

- By creating theatre that excites, engages, and challenges.
- By inspiring imaginations, senses of adventure, and new levels of understanding that change worlds.
- By nurturing environments to encourage wellbeing, growth, connection, and a sense of belonging.
- By exploring new ways of seeing and collaborating.

Our mission is to create life-changing experiences for as many people as possible in our many communities, through our theatre and our environments.

Personal behaviours and style

The successful candidate will need to be able to demonstrate the following skills, experience and attributes:



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Requirements	Essential	Desirable	Assessment Method
Qualifications and Knowledge		Grade 4 or above in Art, Design and technology	
		Sewing qualification	
	SCQF Level 5 (or equivalent) in Maths and English		
Skills and Abilities	Sewing skills		
	Some basic theatrical exposure and knowledge of history of Costume		
Personal qualities	Aged 18 by the time employment begins.		
	A keen interest in technical theatre and backstage crafts, and a proven passion to work in backstage wardrobe/costume.		
	A genuine enthusiasm for the arts and a strong alignment with the Theatre's mission to create life-changing experiences through performance and community engagement.		
	A deep commitment to the values of creativity, respect, empowerment, and collaboration that underpin everything we do at the Theatre.		



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