



SAINT ANN'S SCHOOL

POSITION ANNOUNCEMENT: Associate Costume Designer — January 2027

Saint Ann's School is seeking an Associate Costume Designer for the Lower Middle School production (with 4th, 5th, and 6th graders) in January 2027. The Associate Designer will work closely with the costume designer, the production team, and with student performers and student costume makers in rehearsals, fittings, and classes to support and enliven the story of this production. Saint Ann's School costume designers and associate costume designers work collaboratively with the theater department faculty to support our students in developing their creative voices through theater and dance performances in 4th–12th grade. These performances and their design components are developed during after school and weekend rehearsals as well as classroom time throughout the week. A collaborative, creative, and flexible approach is vital as the designer and associate designer balance the need to stay organized in the midst of the energy and excitement of production work. Additionally, strong candidates will have a demonstrated commitment to equity and inclusion and to working with students and colleagues across different identities.

ABOUT SAINT ANN'S SCHOOL

Since its founding in 1965, Saint Ann's has embraced a commitment to education for its own sake, oriented to the capacities of each individual student and free of the encumbrances of formal grading, prizes, and rankings. At the same time, we are unabashedly committed to excellence in all that we do. With a faculty and staff numbering close to 400, and approximately 1100 students, Saint Ann's is among the largest and most selective independent schools in New York City. The lives of our graduates speak powerfully to the potential of an education based on these principles to ignite a love of learning and sustain creative energy in every field of endeavor. We accomplish this by bringing together talented teachers with creative and motivated students. Saint Ann's is committed to centering anti-racism in the life of the school. Seeking to create a community rooted in trust and equity, we invite each other to take risks, pursue knowledge, and celebrate growth.

RESPONSIBILITIES



- Assist with the design and creation of costumes for the January 2027 Lower Middle School production.
- Work collaboratively with the designer on the development of costume designs that uplift the student performers and tell the story of the Lower Middle School play.
- Construct costumes in all manner of methods from machine to hand sewing and beyond.
- Assist with the organization and facilitation of student costume fittings with the support of division offices during rehearsal hours, free periods, and lunch periods.
- Assist with coordination of production sewing work during costume class times and help to manage a student costume crew during the run of the show.
- Assist with the organization and maintenance of the wardrobe needs during the show run and for the costume strike.
- Establish and maintain a safe working environment and adhere to production budgets, deadlines and protocols.

REQUIREMENTS

- A love of working with children and an ability to embrace their imaginative impulses through the creation of costumes
- Demonstrated experience in theater and dance costume collaboration.
- Strong sewing and construction skills
- Passion for sharing your love of costume design and construction with students.
- Strong planning and organizational skills
- Demonstrated commitment to diversity, equity, and inclusion

REQUIRED DATES

- 12 work days with designer, mostly in first two full weeks of January (1/4 - 1/15)
- Tech Rehearsals: 1/16 & 1/19
- Dress Rehearsal: 1/21
- School Matinees: 1/22 & 1/25
- Performances: 1/22 & 1/25 @ 7:00PM, 1/23 & 1/24 @ 2:00PM (Associate Designer is backstage for 2 of these performances)
- Costume Strike: 1/26 - 9:00 a.m.–1:30 p.m.



COMPENSATION

Fees per show range from \$2,800-3,200 depending on the candidate's experience level.

TO APPLY

A brief cover letter that speaks directly to the mission of the school and a resume should be submitted [to this link](#) by October 19, 2026. Candidates who identify as members of historically underrepresented groups are strongly encouraged to apply.

NOTICE OF NONDISCRIMINATORY POLICY

Saint Ann's School hires employees of any race, color, religion, creed, gender, disability, national or ethnic origin, sexual orientation or any other category protected by applicable federal, state or local law, to all the rights privileges, programs, and activities generally accorded or made available to employees at the School. The School does not discriminate on the basis of race, color, religion, creed, gender (which includes a person's actual or perceived sex, as well as gender identity and expression), age, marital status, disability, national or ethnic origin, sexual orientation, familial status, predisposing genetic characteristics, actual or perceived domestic violence victim status, unemployment status, caregiver status or any other category protected by applicable federal, state or local law, in carrying on its educational activities or in administration of its educational policies, admissions policies, employment policies, financial aid programs, and athletic and other school administered programs.