



JOB DESCRIPTION: LEAD HAIR & WIG STYLIST

Rev: 12/2024

Job Title: Lead Hair & Wig Stylist

Reports To: Costume Shop Manager, Assistant Costume Shop Manager, Stage Management

Department: Production/Wigs

FLSA Classification: Seasonal Full-Time Non-Exempt or Temporary Full-Time Non-Exempt

Rate: \$23.00 per hour, Time and a half over 40

Goodspeed Musicals is committed to cultivating an environment where equity, diversity, inclusion, accessibility, and belonging are experienced at all job levels throughout our organization. Goodspeed is proud to be an Equal Opportunity Employer and aims to have a diverse staff that is representative of all theatre makers. BIPOC (Black, Indigenous, and People of Color), LGBTQIA+, and people with disabilities are strongly encouraged to apply.

Please be advised that the current representation for this position is under IATSE Local 84. The benefits outlined will apply until a formal agreement is reached between IA and Goodspeed. It's important to note that these benefits may be subject to adjustments based on the outcome of ongoing negotiations. Do not need to be union to apply.

General Statement of Job Function: The Lead Hair & Wig Stylist is responsible for the care, management, maintenance, and organization of hairstyles, wigs, and makeup as well as developing and running wig tracks for assigned productions. They assist actors with wig changes during performances, ensuring that all wigs are ready for each scene.

Principle Duties and Responsibilities:

- Complete all assigned tasks by Costume Shop Manager, Hair & Wig Designer, and Stage Management in an efficient, safe and timely manner while maintaining the integrity of Designer's vision.
- Complete assigned styles as specified by the Wig Designer within time and budget constraints.
- Meet with the Costume Designer or Wig and Makeup Designer to determine hair and specialty makeup needs, providing research as required.
- Assist in the construction and styling of wigs.
- Maintain, style, and upkeep wigs and hair throughout the run of assigned productions.
- Fit actors for wigs and facial hair.
- Keep inventory and stock actors' supplies with appropriate materials, and work with CSM and Hair & Wig Designer to acquire/restock when necessary.
- With HWD, instruct actors on makeup applications appropriate to their character.
- Create a schedule for wig maintenance, covering washing, resetting, and overall upkeep.
- Attend and participate in all technical rehearsals, crew calls, technical notes and performances as assigned.
- Provide assistance to other departments during the run of a production that includes, but not limited to, assisting with wardrobe changes or prop handoffs.
- Supervise Hair & Wig Stylist.
- Work with stage management and CSM to establish crew calls.
- Maintain the Wig Room and all related hair and makeup equipment.
- Assist with the load-in and strike of all wig, hair, & make up elements.
- Maintain a clean, safe, respectful, and collaborative work environment.



- Foster a positive and collaborative work environment by resolving conflicts between employees, including addressing interpersonal issues, mediating disputes, and facilitating open communication to ensure a harmonious team dynamic.
- Exhibit interpersonal savvy, which includes relating comfortably to a variety of personalities, cultivating and maintaining positive relationships, employing discretion, diplomacy, and tact, seeking the positive in all situations.
- Comfortably and effectively cope with change and ambiguity, which includes effectively transitioning between tasks and timelines, identifying priorities and making good decisions with a minimum of information, and staying relaxed and proactive when things are uncertain.
- A commitment to an equitable work environment, which includes use of gender inclusive language, support for individual gender expression, racial equity and intergenerational collaboration, accessibility for people with disabilities, and cultural sensitivity.

Other Duties and Responsibilities:

- Assist with shop work as necessary, including maintenance or creation of elements for a production and occasional cleaning and restocking.
- Assist the Costume Rental Collection with pulling, inventorying, maintenance and transportation of costumes for Goodspeed productions and third party rentals.
- Other duties as assigned.

Required Qualifications & Skills: Working knowledge of wig making, ventilating and styling; Experience running hair and makeup tracks; Excellent verbal, written, and interpersonal communication skills; High level of organizational skills; Ability to work in a team or solo; Willingness and ability to work under severe time deadlines; Able to repeatedly climb four flights of stairs while carrying 25 pounds and work long hours during heavy build and tech periods; Able to stand up for 4-6 hours during tech rehearsal, show run and all performances; Availability nights, weekends, and the occasional Holiday.

Preferred Qualifications & Skills: Cosmetology license; Familiarity with period styles; Ability to work collaboratively and effectively with a wide variety of coworkers at different levels of skill and knowledge; Ability to troubleshoot problems in a calm and efficient manner under pressure.