

## **BILLY ELLIOT THE MUSICAL - UK & IRELAND TOUR**

### **HEAD OF WARDROBE Job Description**

Reports to Company Manager, Production Manager and General Manager

#### **The Show**

Set in a northern town during the Miners' Strike of 1984/5, *Billy Elliot the Musical* follows Billy's journey from the boxing ring to the ballet class, where he discovers a passion for dance that will change his life forever. Brought to life by the award-winning creative team behind the film, with iconic music by Elton John, *Billy Elliot* is one of the most successful and beloved British musicals of all time. Ten years after it last played to audiences, this landmark production returns to tour the UK including a limited West End run.

#### **Purpose of Job**

The Head of Wardrobe is responsible for the preparation and maintenance of all costumes and the smooth running of the wardrobe department, including supervision of all wardrobe staff at each touring venue. It is the Head of Wardrobe's responsibility to ensure the Designer's original specification and look of the production is maintained.

#### **Duties and Responsibilities Include**

- Being responsible for all aspects of the planning, supervision, and maintenance of all costumes in the show for performances, press/marketing photography and press/marketing performances ensuring the Designer's original specification and look of the production is maintained;
- Managing the Wardrobe department (including venue staff and deps), including recruitment, line management, recording of hours and training;
- Managing, supervising and scheduling members of the Wardrobe department including the Wardrobe Deputy, Assistant and Dressers;
- Updating and supervising the dressing plots undertaken by the Wardrobe staff;
- Acquiring a familiarity with all plots/tracks within the department in order to provide absence cover for other members of the department as required, in addition to ensuring that the department is trained to cover other plots/tracks as required;
- Working collaboratively as a department with other technical departments, stage management, the acting company, resident creative team members and touring venue's staff to ensure the efficient flow of information as necessary for the smooth running of the show;
- Ensuring all costumes are cleaned daily, ready for each performance;
- Coordinating the supply of all equipment and consumables required to run the show within budget as approved by the Company/General Manager. Keeping the petty cash documentation up to date;
- Compiling and keeping updated department cue sheets and other relevant show paperwork including the wardrobe show running bible (including photo references);
- Liaising with the Company Manager/creative team regarding daily cast changes and preparing the costume changes accordingly;
- Maintaining the artistic standard of the production;
- Being present for all rehearsals, show calls, maintenance calls, publicity calls, get-ins, fit-ups and get-outs as required;
- Dealing with emergency repairs to costumes;

- Recognising where maintenance work needs to be carried out on a costume outside of the theatre and to bring this to the attention of the Production/General Manager so this may be scheduled to ensure no show delays;
- Ensuring that work materials and all costumes are kept in a tidy and secured manner;
- Ensuring that security, safety and good housekeeping procedures for the department are properly carried out;
- Complying with the Manager's Health and Safety and other policies and ensuring departmental staff do the same at all times; and

any other duties as may be reasonably required or as instructed by the creative team, Company Manager and General Manager from time to time.

Please note, some costumes have mechanical elements.

### Person Specification

The post-holder must have the following:

- Extensive experience with styling and dressing for live performance/theatre
- Excellent sewing skills
- Confident and friendly team leader
- Excellent communication skills and a strong team player capable of supporting team members in solving problems and teaching skills
- The ability to run a busy department
- The ability to adapt work in accordance with performance requirements
- The ability to manage speciality cleaning of theatrical costumes and the repair/maintenance of costumes
- Strong organisation and administrative skills

### Outline of Terms and Conditions

TITLE OF POST:	Head of Wardrobe	
START DATE:	W/c 31 <sup>st</sup> August 2026 (some ad hoc days may be required ahead of the start date)	
CONTRACT:	Fixed Term to Sunday 30 <sup>th</sup> April 2028	
KEY DATES:	Billy rehearsals commence	w/c 8 <sup>th</sup> June 2026
	Full Company rehearsals	w/c 31 <sup>st</sup> August 2026
	Tech rehearsals	w/c 12 <sup>th</sup> October 2026
	Previews	w/c 2 <sup>nd</sup> November 2026
	Press Night	w/c 9 <sup>th</sup> November 2026
SHOW SCHEDULE:	8 performances Monday-Saturday Ad hoc rehearsal and press/marketing calls.	
PAY:	Competitive and in line with industry standard	
PROBATIONARY PERIOD:	3 months	

This contract is in line with the UK Theatre/BECTU Agreement.

The Head of Wardrobe is expected to comply with the Manager's policies as shared at contracting stage. Policies include: Social Media, Anti-Harassment & Bullying, Alcohol, Smoking & Other Substances, Health, Safety & Well-Being, Children and Young People Safeguarding and all other policies outlined in the accompanying Staff Handbook.

### **Application Procedure**

To apply, please send a CV and a short covering letter (no more than one page) outlining your suitability for the role, together with a completed Equal Opportunities Monitoring Form to [recruitment@shortstreet.co.uk](mailto:recruitment@shortstreet.co.uk) by **Friday 17<sup>th</sup> July 2026**. Please note all applicants must have the right to work in the UK.

**SUBJECT LINE:** *[Billy Elliot The Musical], [Role], [Your Name]*

**CV:** *[Your Name] – CV*

***We are committed to embracing diversity and inclusion across all departments and recognise that relevant skills and experience may come from a non-theatre work setting or home context. Flexible working practices will be considered.***