



RESIDENT ASSISTANT PROFESSOR OF COSTUME DESIGN

DEPARTMENT OF THEATER & PERFORMANCE STUDIES

POSITION SUMMARY

The [Department of Theater & Performance Studies](#) (TPS) at Occidental College invites applications for a Resident Assistant Professor of Costume Design with appointment to begin August 16, 2025. The appointment period is annually from August 16-May 16 (9 month academic year) and the initial contract is for 2 years. Upon review, the contract may be extended in 3-5 year terms, subject to Union contract guidelines. MFA in Costume Design/Technology or commensurate experience required.

The Department of Theater & Performance Studies (TPS) seeks to provide students with a holistic experience in performance practice, history, and analysis, and we use our productions as laboratories to test and deepen the work in our classrooms and studios. We are searching for a highly collaborative specialist in theatrical Costume Design, and this faculty member will:

- Design for three mainstage productions, and/or supervise designs by students or guest designers.
- Teach between 2-3 classes in an annual year. These courses include [costume design](#), [costume construction](#), [stage makeup](#), [period styles](#), and other design courses as needed.
- Train and assist students completing costume production [lab hours](#) and student/casual labor staff who build the costumes for three TPS productions and support assorted student and class generated projects;
- Maintain equipment and stock in the costume shop and the storage areas of the TPS Department;
- Manage the costume shop by working with costume designers (student, faculty, and guest artist) to build, rent, and purchase materials and costumes for our productions, working within the budgets established for each production.
- Possibly teach in the [First Year Seminar program](#), if they would like to.
- Mentor student costume designers and serve on senior comprehensive project committees
- Attend department faculty meetings and participate in the department's events and planning

This faculty member will participate in the life of the department working with the faculty and staff to maintain the excellence, rigor, and ingenuity of the program. Occidental faculty are committed teacher-scholars who bring research and creative discovery to life for students in classrooms, labs, studios, and mentored projects. They teach broadly in the curriculum of their department, advise and mentor students, establish themselves as exceptional researchers and practitioners in their fields, and provide departmental, college-wide, and external service. As a small institution, faculty across disciplines build community with one another and occasionally collaborate in team-teaching and research projects. Located within the vibrant city of Los Angeles, Occidental is committed to a community-engaged curriculum—faculty build fieldwork, visits to local museums and cultural organizations, and long-standing partnerships into their courses. Occidental is also committed to undergraduate research, regularly mentoring students in Occidental's hallmark [summer research program](#). We seek an innovative teacher, scholar, mentor, and colleague who wishes to work in such

an environment and who shares these commitments to a community-grounded and research-intensive curriculum.

QUALIFICATIONS

Required Qualifications

- MFA in Costume Design or Costume Technology by start date August 16, 2025, or commensurate experience
- Ability to work collaboratively with colleagues
- Demonstrated ability to:
 - Design and realize costumes for a range of historical periods and production styles and to do this on time and on budget
 - Teach costume technology and design classes
 - Supervise student and professional staff
 - Work with budgets of time, money, and labor
 - Multitask
- Ability and interest in mentoring student designers
- Ability to balance excellent teaching with designing
- Demonstrated commitment to the [mission of the College](#).

Preferred Qualifications

- Additional expertise in other areas of theater, fashion, design and technology are welcome

SALARY RANGE

Academic Year (nine-month appointment) expected salary: \$65,401.00

If you are offered this position at Occidental College, your final base salary compensation will be determined based on factors such as skills, education, experience, and/or geographic location. In addition to those factors, Occidental complies with applicable pay equity laws and considers internal equity among current employees when developing the final offer. Please keep in mind that the range mentioned above is the base salary range for the role. Hiring at the maximum of the range would not be typical in order to allow for future and continued salary growth.

APPLICATION INSTRUCTIONS

Application Deadline and Instructions

To be assured full consideration, your application materials must be received by **midnight Eastern time (9:00PM PST) on January 21, 2025.**

Applicants must submit a complete application package to INTERFOLIO (<http://apply.interfolio.com/158287>), and can address questions to theatersearch@oxy.edu.

A complete application includes all of the following:

- 2-3pg Cover Letter in which you describe the education, experience, and/or skills you possess that are relevant to the required and preferred qualifications listed above. Include in the letter a teaching

statement (1 paragraph) that addresses your approach to the studio and advancing equitable opportunities, an artist statement (1-2 paragraphs) addressing your goals and approach to your design work, and a statement on collaboration (1 paragraph).

- Curriculum Vitae
- Link to an online portfolio that includes professional costume design work for scripted theater and, if applicable, costume design in an academic setting
- A list of 3 references and contact information

Materials that will be requested in future phases of the search:

Applicants who advance to future phases of the search will be asked to submit the following materials. Please be prepared to submit these materials should you move forward, but do NOT submit them with your initial application.

- Applicants who advance to the semi-finalist phase will be asked to submit a sample syllabus for Costume Design
- 3 Confidential letters of recommendation
- Applicants who advance to the finalist phase will be asked to give a teaching demonstration during their on-campus visit.

If you have any questions about the position, the application materials, or the application instructions, please contact: Sarah Kozinn at kozinn@oxy.edu. If you have questions about Interfolio or the application process, please contact Morgan Scott, the Theater Department Services Coordinator at theatersearch@oxy.edu.

ADDITIONAL INFORMATION

This position is included in the NonTenure Track Bargaining Unit, and the successful applicant employee, subject to the terms of the College's Collective Bargaining will be a bargaining unit Agreement with SEIU Local 721.

Occidental is an Equal Opportunity Employer and does not unlawfully discriminate against employees or applicants on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, pregnancy, breastfeeding or related medical condition, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, genetic characteristic or information, military and veteran status, or any other characteristic protected by state or federal law. Occidental is strongly committed to increasing the diversity of the campus community and the curriculum, and to fostering an inclusive, equitable, and just environment within which students, staff, administrators, and faculty thrive. Candidates who can contribute to this goal through their work are encouraged to identify their strengths and experiences in this area. Individuals advancing the College's strategic equity and justice goals and those from groups that are underrepresented in the field are particularly encouraged to apply.

Salary is commensurate with experience and qualifications. A comprehensive benefits package is available that includes: excellent health, dental, life, and retirement benefits; tuition benefits for the employee, spouse, domestic partner, and dependents; additional extras including use of gym facilities and the College Library. For a detailed description of benefits, please visit <https://www.oxy.edu/offices-services/humanresources/benefits-information>.

All qualified applicants will be considered for employment, including those with criminal histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.

Occidental College is committed to working with and providing reasonable accommodations to applicants with qualifying disabilities. If you need a reasonable accommodation because of a disability for any part of the application or employment process, please contact Human Resources (hr@oxy.edu).

As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.