

Job Title:	Head of Wardrobe
Production:	Paranormal Activity
Location:	UK Tour
Start Date:	TBC Likely to be w/c Monday 17 th August 2026, with potential earlier days by mutual agreement
End Date:	end of June 2027
Responsible to:	Company Stage Manager / Production Manager
Salary:	£850 p/w and Touring Allowance and travel as per UK Theatre/Bectu agreement

Melting Pot Productions are looking for a **Head of Wardrobe**, for the UK Tour of **Paranormal Activity**, opening at Richmond Theatre the w/c 31st August 2026, followed by a UK Tour.

Production Details:

James and Lou move from Chicago to London to escape their past, but they soon discover that places aren't haunted, people are...

Inspired by the iconic, terrifying film series, Paranormal Activity is a new story live on stage. Paranormal Activity is directed by Felix Barrett, designed by Fly Davis, illusions by Chris Fisher, Lighting Design by Anna Watson, Sound Design by Gareth Fry and Video Design by Luke Halls.

Schedule:

- Rehearsals (London) from w/c Monday 3rd August 2026
- Fit-up from w/c Monday 31st August 2026
- Technical rehearsals from Wednesday 2nd September 2026
- First preview – Monday 7th September 2026
- End of contract – end of June 2027

Purpose of Job:

The Head of Wardrobe is responsible for the planning and maintenance of all costuming and the smooth running of the wardrobe department. and work collaboratively with other departments to ensure a smooth running of the show. Local laundry support will be provided where necessary. Experience working on a similar scale production is required.

Duties and Responsibilities Include:

- Responsible for all aspects of planning and maintaining all costumes to the standard required by the Designer and Costume Supervisor.
- Prepare and update a costume bible with the Costume Supervisor.
- Ensure all costumes are cleaned appropriately and kept in working order for each performance, including coordinating dry cleaning.
- Attend get-ins, fit-ups and get-outs as required.
- Buy replacement costumes as needed, and fit and alter costumes throughout the run of the production, including for Understudies.
- Ensure all wardrobe equipment is fit for purpose and the wardrobe room remains in good working order.
- Clean and launder all costumes at the required frequency to maintain their appearance, including coordinating dry cleaning.
- Take responsibility for and carry out all running repairs on costumes as required.

- Co-ordinate and supervise the get-out of wardrobe equipment at each venue, and prepare equipment for loading at the end of the run.
- Follow up on all notes made by the team regarding the costumes in their care, checking accuracy and maintaining the master costume bible.
- Be responsible for the Wardrobe department COSHH record, Health and Safety compliance, and good housekeeping procedures.
- Account for and support the administration of petty cash for departmental spending, obtaining VAT invoices where possible for hires and purchases.
- Ensure that all orders for goods or equipment are made using the appropriate purchase order form and approved by the General Manager.
- Complete accurate timesheets.
- Attend production meetings, rehearsals, calls and performances as required.
- Comply with all Producer and venue policies on Social Media, Equal Opportunities, Harassment, Smoking, Alcohol, Drugs and Health and Safety.
- Carry out any other duties reasonably required in the course of your work or as instructed by the Producers and Company Stage Manager.

Person Specification:

- Proven experience as a Head of Wardrobe working on a similar scale production is required.
- Strong organisational and communication skills.
- Someone with the ability to work well on their own and as part of a team.
- The ability to remain calm under pressure, with a flexible and proactive attitude and an understanding of what is required to maintain a consistent high production standard.
- A commitment to equity, diversity and inclusion.
- A full awareness of the need for integrity and confidentiality.

To Apply

Please submit your CV to recruitment@mpot.co.uk by 12pm on Thursday 26th March 2026.

We are also recruiting for this role on the following productions:

- *Paranormal Activity* - West End
- *The Truth* – West End
- *The Curious Incident of the Dog in the Night-Time* - UK Tour

If you would like to be considered for multiple productions, then please indicate which ones in your application email.