MAKEUP DESIGNER DUTIES

1. It is the responsibility of the Makeup Designer to create a design that will help transform the actor into the character.

2. Analyze the script to study characters and makeup needs for the production.

3. Attend first, fourth, fifth, sixth, and seventh production meetings to determine the Director and other designers’ concept for the show.

4. Prepare design sheets for characters. Colors indicated on design sheets must be accurate representations. Get the Director’s and Costume Designer’s approval on these at meeting six.

5. Pull, purchase, and assign all makeup to be worn in collaboration with the Makeup S.A. The makeup designer will make the initial purchase of makeup for a production. The makeup SA will replace anything that runs out during the run.

6. Arrange a meeting with each actor to discuss, plan and TRY his full makeup one week before dress parade. Instruct actors in its application, cleanup and care of brushes, sponges, and makeup supplies. Actors must clean up their own makeup each night. Arrange this meeting so that the Costume Designer and Makeup SA can be there. Try hair at the same time.

7. Attend all dress rehearsals and take notes on required changes. Instruct actors on the implementation of those changes. (It is not necessary for the makeup designer to work performances.)

8. Directly responsible to Costume Designer and Director.