

# Virginia Phillips

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**IMBD: Virginia Smith Phillips**

<http://www.imdb.com/name/nm3085745>

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## EXPERIENCE : 2003-2023

### **Wardrobe Supervisor:**

Tours and Costume Shops Supervisor responsibility: Finances, supplies, fittings, training and creating tracks, facilitate quick changes for all dressers for seamless show in every venue. Determine lay out of gondolas and costumes, maintain, repair and building of costumes. Organize work schedule; keep a working wardrobe bible to best implement Designers vision. Serve as liaison between Designer, Director, Company Management, Head Carpenter, Stage management and Producer to have a well running show. Supervise dressers during run and oversee packing of costumes for a smooth load-in and load-out. Take care of any problems that arise in a quick and efficient way. Working knowledge of all union contracts and local theater union contracts. Working knowledge of shoe repair, drycleaner, dressers skills, and suppliers in each city. Sending advance letters, to have work calls and dressers on hand for run of show in each city. Having a strong working knowledge of online suppliers to keep the show well maintained within a budget.

### **Supervisor & Key:**

In charge of all aspects of the costume department ; finances, hiring workers, budgeting, breakdown of script, research time period costumes, rental of costume and building of costumes, check request, invoicing, fit performers, and deal with the day to day emergency of filming. Setting up appointments and attending meetings with designer, production, and AD department. The set-up, breakdown and moving all costume, costumers, and all of our wardrobe needs from set to set by orchestrating and implementing a plan with teamster, designer, carpentry, props, locations and producer to have a well-oiled machine. Responsible for overall continuity and visual aspects of costumes from the time the production starts until completion. Keeping Designers, Director and Producers vision while working within a budget. Work closely with designer to see their vision through. Work closely with producer to keep on budgets and get the needs of designer met and hiring enough people to do the job well. Searchable database of film / tv work history found at <http://www.imdb.com/name/nm3085745>.

## **EDUCATION/ SKILLS**

### **B.F.A. Theatre Arts/Studio Arts (emphasis in Costumes)**

University of Pittsburgh, Pittsburgh, PA  
(master level teaching credits 6)

### **A.S. Fashion Buying and Merchandising**

Fashion Institute of Technology, New York, NY

**Computer programs** – word, excel, cplot, sync on set, pages, number, google and extensive experience in internet searches.

**Machines-** sewing machines, industrial sewing machines, sergers, blind hemmers, industrial irons, washers and dryers, printers, copiers, adding machines, Dymo labeler

**Skills-** stitcher, first hand, designer, ager / dyer, craft person, and shoe repairs

### **Unions:**

**TWU 787** seniority list 1998-Present

**TWU 764** 1999- Present

**SM 489** 2007- Present

## **Example of Work history**

### **Broadway Tours:**

**Wardrobe Supervisor:** "Hadestown" 2023

**Temp Asst. Wardrobe Supervisor:** "Hadestown" 2021

**Wardrobe Supervisor:** "Cabaret" 2017

**Training and Acting Wardrobe Supervisor** "Little Mermaid" 2017

**Asst. Wardrobe Supervisor:** "Cinderella" 2015-2016

**Asst. Wardrobe Supervisor:** "War Horse" 2012-13

**Asst. Wardrobe Supervisor:** "Lion King" 2003-2007

### **Costume Shops:**

**Pittsburgh Opera:** Wardrobe Supervisor, Pittsburgh 2021-2023

**American Costume:** Stitcher, Renter, and Manager of retail store Los Angeles 1998

**Costume World:** Retail Manager Pittsburgh and Dallas 1993-1995/ 1997/ 2003

### **Film Work:**

**Key Costumer:** "Sprung" Season 1 2022

**Background Costumer:** "Sweet Girl" 2021

**Costumer:** "American Pickle" 2020

**Key Set Costumer:** "One Dollar" 2018

**Costume Supervisor:** "1/1" 2018

**Costume Supervisor** "Last Flag Flying" 2017

**Costume Supervisor:** "Umbrella Man" 2016

**Costume Supervisor:** "Me, Earl and The Dying Girl" 2015

**Costume Supervisor:** "Hollidaysburg" 2014

**Set Costumer:** "Mafia" 2012

**Key (Lead) Set Costumer:** "One Shot" Jack Reacher 2012

**Additional Background Costumer:** "The Avengers" 2012

**Key (Lead) Set Costumer:** "Perks of Being a Wallflower" 2012

**Key Trailer Costumer:** "Super 8" (West Virginia) 2011

**Set Costumer:** "I am number IV" 2011

**Costumer:** "Warrior" 2011

**Costume Supervisor:** "On the Inside" 2011

**Costume Supervisor:** "Mr. Pleasant" (film short) 2010

**Background Set Costumer:** "Three Rivers" CBS TV Pilot 2010

**Stitcher for props dept.:** "Unstoppable" 2010

**Background Set Costumer:** "She's Out of My League" 2010

**Background Set costumer:** "Sorority Row" 2009

**Set Costumer (additional):** "My Bloody Valentine" 2009

### **Other:**

**University / Instructor:** Interim Costume Shop Supervisor / University of Pittsburgh

**Assistant Stylist:** Dick's Sporting Goods print ad

**Stylist/ Supervisor:** "Unmanly Hall of Fame"

**Stylist:** Highmark Blue Cross Blue Shield NY Times Print Ad

**Stylist:** Dick's Sporting Goods Christmas Ad

**Stylist/Stitcher:** Levi's Billboard Ad