

## **Madisewn LLC Internship Position Description**

### **Rebecca Sites- Program Instructor of Madisewn LLC Internship Program**

Madisewn LLC is the creative space and commercial face of the art and business of Rebecca Sites. Rebecca is a textile artist, costume designer, sewing instructor, tailor, dressmaker, alterations specialist, and quilter. Rebecca has a BS from the acclaimed D.A.A.P. College at the University of Cincinnati, and has since spent 3 decades freelancing as a needle for hire, sometimes having her own shop, sometimes working for industry leaders in the craft. She was the mens' tailor at Macy's for several years, and she was the alteration manager at David's Bridal Madison for a couple years. She worked as a sewing machine salesperson, where she learned much about sewing technology. She has taught thousands of classroom hours through programs for youth at the UW and The Children's Museum, and people of all ages through sewing machine shops and community centers. And she has designed and built costumes for around 100 stage productions for community and semi-professional theater.

### **Madisewn LLC- Sewing Alterations and Instruction**

Rebecca has many years of sewing and design experience, and business is thriving at her newest location in South Madison. Her shop, Madisewn LLC, has previously had locations on the East Side of Madison for the last decade, where it has always been a hub of creativity, cultivating excellence in the craft of sewing through education and the provision of skilled sewing services, specializing in tailoring, bridal alterations, custom design, and costumes for theater and dance.

Work at Madisewn is interesting and rewarding, especially in serving our customers and students, who seek our services for pleasure and usually joyful occasions. The sewing and design is varied and challenging, from couture sewing to costume sewing, different methods, equipment, and technology may be employed depending on the project. Bridal gowns, headpieces, giant wings, puppets, swimwear, dancewear, cosplay, outerwear, men's fine suits, leather, zippers.

### **Internship Program**

Intern will assist Rebecca at Madisewn for 150 hours over the Semester, to be scheduled at 10 or so hours a week. Scheduling can be flexible, but regular daytime hours will be expected, with possibly occasional weekend or evening hours requested for special events like classes or shopping or sales events.

Some of the activities and work an intern may expect include: helping new sewing students during a class, cutting out pattern pieces, fitting gowns and suits and casual attire to many body types, sewing a variety of fabrics from denim to satin, to stretch fabrics to lace. Shop organization, creating signage and window displays. Helping create content for social media initiatives. Hand sewing. Getting comfortable using industrial sewing equipment, shopping online or specialty stores. Assisting Rebecca with the details.

Behavior expectations: Intern will arrive on time and leave at the predetermined time as scheduled. All efforts for earliest communication will be made if changes to the schedule are needed. Intern will not spend an undue amount of time on their phone or other device, and an attitude of cheerful industry is a must. Customer interactions will be led by Rebecca. Initiative taken in housekeeping is appreciated. Music and audiobooks should be mutually agreed upon but headphones are acceptable. Food items will not be allowed if they are especially messy and food garbage must not be left on the premises. Meal breaks may be planned into shifts.