



### **Job Description: Fashion Production Intern**

Vickery Trading Company equips refugee women for long-term success through vocational training, personal development and fair wages. We're a non-profit social business that manufactures a children's clothing line in the heart of Dallas. We are looking for an organized candidate to assist with production and all tasks necessary to carry designs through production to completion.

Reporting to the Production Manager, the Fashion Production Intern will have responsibility for assisting with Vickery Trading Company's (VTC) garment production, helping to create an efficient system for workflow while maintaining quality standards.

### **Responsibilities**

- Assist garment production oversight, ensuring production efficiency
- Help develop, communicate and maintain quality control standards
- Source and order raw materials, in conjunction with design team
- Create garment construction instructions with design team
- Assist in creation of new inventory management system

### **Qualifications**

- Enrollment in or completion of a fashion design program preferred
- Sewing skill a plus
- Knowledge of garment construction a plus
- Team player
- Enjoys teaching and training
- Ability to set priorities; keen analytic, organization and problem solving skills
- Self-starter with excellent time management ability
- Personal qualities of integrity, credibility, and dedication to the mission of VTC

Start Date: 1 Position open available, June 1-Aug 7, 2020 commitment

Hours: 10 hours/week; minimum 2 days per week; all hours in office

Compensation: This is an Unpaid/Volunteer internship, but happy to provide a reference for experience

To Apply: Please send cover letter and resume to [info@vickerytrading.org](mailto:info@vickerytrading.org)