

Candidate Information

“Drama here is outstanding” – The Good Schools Guide

Overview

LEH takes its drama seriously and invests time and energy ensuring ever broadening access to excellence through a diverse extra-curricular programme. This is a wonderful opportunity for an enthusiastic visiting drama teacher to join our Junior Department for 3 days a week during term time. Candidates can also ask to be considered for additional teaching in the Senior School - there is a separate information pack for that role.

Drama in the Junior School

Drama is an exciting and integral part of life. As well as having lots of fun in class and on stage, Drama lessons, Productions and extra-curricular activities provide our pupils with the opportunity to improve their self-confidence, teamwork and communication skills. Our Drama programme enables pupils to work cooperatively and collaboratively with their friends, discover and develop new skills, build confidence and most importantly, have fun!

Throughout the year there are numerous opportunities for our girls to perform on stage and showcase their skills in acting, singing, dancing and speaking and listening. In Year 4 and Year 6 the girls have the opportunity to take part in a Drama week organized and directed by our specialist Drama teacher. Pupils are encouraged to bring their talent, skills and training together to perform in the Senior school theatre. Recent performances include Aladdin, Beauty and the Beast, Charlie and the Chocolate Factory and The Lion King.

Girls in the Junior School enjoy Drama lessons on a weekly basis. Speech and Drama lessons, Musical Theatre lessons and Drama club are also available as an extra-curricular activity.

Speech and Drama Lessons

Approximately 110 students are involved in Speech and Drama and Musical theatre activities.

Individual and pair lessons are taught through-out the school day with girls coming out of lessons on a rotating basis. Group lessons are taught through lunch and after school, with occasional sessions before the school day, if convenient for both staff and students.

Overview of the role

We are looking to recruit a Speech and Drama teacher, or teachers, to cover the department’s developing provision during school term time. There are three days of work available, which might go to one successful candidate, or be spread between two: job share applications are welcome.

The successful candidate(s) will be enthusiastic, dynamic and inspirational. They will need to have a broad-based knowledge of play texts, styles and genres appropriate for study at Key Stage 2.

The Speech and Drama staff must be capable of independent planning, delivery and review of their own teaching load, and must be willing and able to provide timely and appropriate feedback to students and parents alike.

Each day would run from 8.30 through to 4.30pm. The precise days of work for September would be established on appointment.

There is also the possibility of directing stand-alone, “show-in-a-week” Junior School productions which currently take place in the Spring and Summer Terms in the Senior School theatre.

Rates of pay are currently £36.80 p/h and £46 p/h for individuals and groups respectively, and are subject to a 2% rise in September 2018.

Job Description – Visiting Drama Teacher

MAIN RESPONSIBILITIES

- To prepare, teach and review 30-minute group, individual and paired lessons to pupils as requested by the Head of the Junior School.
- To provide a considered programme of study tailored to each individual pupil that allows for continuity from lesson to lesson.
- To provide lessons with a regularity that can be considered reasonable by the Head of the Junior School; in normal circumstances, 30 regularly-spaced lessons should be taught to each pupil in each academic year.
- To ensure that each pupil is aware of her rehearsal/preparation requirements for the next lesson and is following those requirements.
- To prepare pupils for public exams, performances and auditions as appropriate.
- To write reports to parents on each pupil's progress, as required by the school's reporting policy.
- To take collegiate responsibility for the orderly, appropriate use of school facilities and resources.
- To comply with the school's policies on Safeguarding and Child Protection, and all other relevant policies.
- To attend statutory and all-staff INSET training, as required by the Head of the Junior School.

ADMINISTRATION

- To schedule lessons using the MSM Ipad software in a timely fashion, in liaison with the Performing Arts Coordinator.
- To complete and submit reports in a timely fashion, following guidance from the SIMS office.
- To alert the Director of Drama to problems or difficulties, contacting parents where necessary using school procedures.

The Lady Eleanor Holles School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

Personal Specification

	Essential	Desirable	Assessment via application form/ interview/lesson observation/written task
Appropriate vocational/professional training in the Performing Arts, and a strong background in the field.	✓		Application form
A demonstrable commitment to working with young people.	✓		Application form Interview Lesson Observation
The ability to prepare students for examinations in Speech and Drama and Communication Skills from ages 7-11.	✓		Application form Lesson observation
Very good teaching, communication and interpersonal skills.	✓		Lesson observation Interview
Excellent written and spoken English.	✓		Written task Interview
Good ICT skills.	✓		Application form
Efficiency and reliability.	✓		Interview
Active support of the ethos and aims of the school.	✓		Interview
Committed to the safeguarding and well-being of children and young people.	✓		Interview

Applications must be made on the school's own form, together with a covering letter or supporting statement addressed to Dr Ben Tait, Director of Drama, and should be sent to personnel@lehs.org.uk. Covering letters should include the preferred number of days work per week, as well as areas of specialism.

CVs will not be considered and should not be submitted.

The closing date is 5pm on Friday 1st June. Interviews will be held in the week beginning Monday 11th June.

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