



CHEL TENHAM COLLEGE

DIRECTOR OF THEATRE PERFORMANCE Cheltenham College



If you would like more information about the role, please contact the Recruitment Department at: recruitment@cheltenhamcollege.org

The closing date for applications is: **12 noon prompt on Thursday, 15 April.**

Interviews: To be held in the week commencing: 19 April.

College is committed to safeguarding and promoting the welfare of children and young people in its recruitment and selection of job applicants and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo an enhanced DBS check.

Message from the Head of Cheltenham College, Nicola Huggett



I am delighted that you are considering a role here at Cheltenham College. I hope that you find this information helpful and we would welcome your application.

The College lies in the heart of one of the country's most beautiful Regency spa towns, only a few short miles from the rural delights of the Cotswolds. This means that as a place to live and work, you truly have the best of both worlds; a cosmopolitan centre with wonderful restaurants, shops and of course, four major cultural festivals a year, in addition to easy access to walks, country pubs and the great outdoors. Having recently moved to Cheltenham myself, with my husband and four children, I can assure you that there is something for everyone here.

Cheltenham College is a thriving community, with over 1000 pupils from the Prep and Senior Schools combined, cared for by over 500 support and academic staff. We have high class facilities for academic development, boarding, sport, music and drama, as well as a truly awe-inspiring chapel. However, whilst we may seem a large organisation, we operate very much as a close community with a family feel. I know that as a new member of staff you will find that our focus lies very much in developing you as an individual. Just as we expect you to go the extra mile for your pupils, we will engage with your own professional and personal development from the start. We will ensure that you enjoy and feel valued in your new role as quickly as possible.

We recognise the time and thought that goes into an application and we will certainly give this our serious consideration. If you have any further questions, the HR department via recruitment@cheltenhamcollege.org will be happy to help.

With best wishes

Nicola Huggett.

The Post

We are looking for a highly committed and dynamic Theatre graduate to take on the role of Director of Theatre Performance at Cheltenham College. The role will involve working under the Director of Drama within a highly successful Drama Department to further develop our co-curricular Drama programme. It will involve working with the Director of Drama to organize the day-to-day running of the programme and the production of a wide variety of performances. The role will also involve some support of the practical aspects of both the GCSE and A Level courses. This is an exciting opportunity to work with a highly motivated and dedicated body of students and staff in an environment in which Drama is recognised and celebrated as both an important academic subject and as a hugely valuable cultural experience.

The School

The College consists of two inter-dependent fee-paying schools within a single executive structure. The Senior School (pupils from 13 – 18), founded in 1841, is the oldest of the Victorian public schools and is predominantly a boarding school of some 720 pupils and aiming to become 750 pupils within the next few years. College includes a Sixth Form of approximately 300 pupils.

The Prep School is situated on the same campus as Cheltenham College in a beautiful setting with its own sports fields, lake and stunning views of Leckhampton Hill. Originally situated on the main College campus, it moved to its current site in 1908. The Prep is fully co-educational, day and boarding, and takes pupils from 3 to 13, with the majority preparing for Scholarships and Common Entrance for the College. There are approximately 400 pupils.

Both schools are fully co-educational. They have fine academic records and a considerable reputation for sport, drama and music.

Person Specification

Essential:

- A proven commitment to working with young people to produce outstanding Drama
- Extensive experience of working in theatre [amateur or professional] as a director, producer, performer or technician
- A degree in Drama/Theatre Studies or equivalent level of achievement in a related subject.
- A genuine passion for the Arts and an ability to inspire passion in others.
- A willingness to be flexible about working hours and regularly working weekends and evenings.
- The passion and drive to help build upon the Department's many successes and further raise the profile of Drama within the College and beyond.
- A clear vision of how Drama might be developed in an innovative and exciting way at College over the next five years and a willingness to commit to implementing strategies that will allow us to realise this vision.

Highly Desirable:

- Experience of light rigging and design and an ability to programme a 12-channel lighting board
- An ability to take on the role of MD or choreographer of a musical.
- An ability to both design and construct theatre sets
- Experience of Theatre production including budgeting, marketing and organization of rehearsals
- Experience of working/teaching in a school.
- Experience of teaching LAMDA
- Experience of running workshops for pupils of all ages
- An understanding of the processes involved in applying to Drama school.

Desirable:

- A knowledge and understanding of the work of Theatre Practitioners, Frantic, The Paper Birds, Katie Mitchell and Max Stafford Clarke
- Experience of writing and/or devising original Drama
- The ability to teach Dance

General Job Description

The role will involve working under the direction of the Director of Drama to ensure the effective day to day of our co-curricular programme, including weekly Drama clubs, rehearsals, trips and enrichment activities. The role will involve directing, co directing and producing a wide variety of performances including a Charity Variety Show, the Scholars' Play, large cast musicals and small-scale studio theatre productions of classic texts, as part of GCSE and A Level courses.

The role involves assisting in some curricular lessons, running practical skills-based workshops or working with small groups as they devise original Drama or rehearse scripts. There may also be a requirement to occasionally cover lessons for absent Drama staff and to teach individual LAMDA lessons.

This is a new role and provides the successful candidate with an opportunity to be innovative and implement new initiatives to meaningfully develop the co-curricular programme at College. Areas that may be considered for development are touring productions, Prep school links and Dance and Drama collaborations.

Our pupils' development is at the heart of everything we do, so the role will involve mentoring and supporting our students to reach their full potential. This may include helping individuals as they apply for Drama school, running enrichment activities for our scholars or supporting students stage their own productions.

There will be a requirement to be involved in the promotion of the department during open mornings and recruitment events. There will also be the expectation that they will work with the marketing department to produce high quality promotional content.

The successful applicant will be required to provide a programme of activities that inspires and stretches all of our pupils. They will create the highest quality Drama by undertaking a diverse and exciting range of responsibilities, including directing performances, running workshops and rehearsals and assisting in lessons, technical theatre design and completion of administration tasks.

There would be the expectation that the successful candidate would act as a form tutor and perform evening duties within a boarding house.

Terms & Conditions

- Accommodation may be available if required
- School lunch available during term time.
- Hours: 40 per week / 33 weeks per year (Term Time Only)
- Salary (pro rated to reflect the part-year working arrangement, the actual salary will be between £20,500-22,000 per annum.
- Members of staff can use the College sports' facilities (at staff allocated times).
- Pension scheme
- Subsidised health scheme membership (Benenden)
- Staff discounts at local retailers and businesses

March 2021