

# WELLINGTON COLLEGE



## Job Description

<b>Job Title:</b>	Teacher of LAMDA (self-employed)
<b>Date:</b>	May 2018
<b>Department:</b>	LAMDA School, Drama
<b>Reports To:</b>	Head of LAMDA
<b>Responsible For:</b>	n/a

### **Purpose of the Position:**

A skilled LAMDA teacher with experience of teaching Acting, Verse and Prose, and Public Speaking up to Grade 8.

The ability to teach LAMDA Musical Theatre would be an advantage.

### **Departmental Information**

Wellington has a thriving LAMDA School with around 250 students studying for exams each year. Lessons are taught mainly on a one-to-one basis, and students are seen fortnightly. LAMDA exams sessions are held at Wellington three times a year.

### **Main Tasks and Responsibilities:**

- To teach lessons in Acting, Musical Theatre, Public Speaking or Speaking Verse and Prose
- To teach the theory requirements according to the LAMDA specifications
- To timetable and plan 15 lessons over the course of the year leading to the student being entered for an appropriate exam.
- To be responsible for all student communication, and wider communications with the Head of LAMDA and other school staff
- To write termly progress reports on every student taught
- To be responsible for lesson record-keeping
- To provide full details required for exam entries
- To steward students on exam days

### **Person Specification**

#### **Education Attainment**

#### **Educational qualifications required for role**

- Good level degree in a directly related subject (desirable)
- 3 A Levels or equivalent
- 5+ GCSE A\*-C, 4-9 or equivalent (English and Maths essential)

#### **Professional Qualifications**

- LAMDA teaching diploma or equivalent (desirable)

### **Knowledge and Experience**

#### **Essential**

- Full working knowledge of LAMDA syllabus
- Good understanding of history of theatre
- Good understanding of the work of Stanislavsky and Brecht
- Experience of teaching Acting

#### **Desirable**

- Awareness of Safeguarding requirements and good practice within an educational setting
- Experience of performance skills needed for Musical Theatre, Speaking Verse and Prose and Public Speaking
- Experience in play direction and production

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## **Skills and Personal Qualities**

- Excellent communication skills to enable effective dialogue with colleagues, staff, visitors and where applicable, pupils
- Organised and self-motivated, with a proven record for meeting targets and deadlines
- Able to perform well and remain professional whilst under pressure
- Dedicated team-player, who strives for excellence and leads by example
- Tactful and discreet, whilst mindful of observing Safeguarding and professional standards
- Displays a smart and professional appearance, representing the College in a positive manner
- Reliable and stable
- Well-developed problem-solving skills
- Enthusiastic, with an eagerness to learn new skills and a commitment to personal continuous professional development
- High level of accuracy and attention to detail
- Self-motivated and able to work alone without direction
- Adaptable and flexible with working patterns when required
- Committed to contributing towards the College community
- Good numeric and computer skills

## **Essential Values, Behaviours and Attitudes**

All employees are expected to actively promote and demonstrate the five core values of the College:

- Kindness
- Integrity
- Respect
- Responsibility
- Courage

In addition, the College expects all staff to show ambition and display curiosity both personally and professionally.

The College reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the College business.

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All employees are required to ensure that all duties and responsibilities are discharged in accordance with the College Statement of General Policy. They should take reasonable care for their own Health and Safety and that of others who may be affected by what they do or do not do. Staff should correctly use work items provided by the College, including personal protective equipment in accordance with training and instruction.