

Leader of Learning **Information Pack**



MAKE PLAYS CHANGE LIVES

Peer Productions are looking for a first class educator who is passionate about providing creative opportunities for talented young actors from a wide range of backgrounds.

Our Leader of Learning will be a first class educator with the creative drive to inspire our young team. We're looking for someone who loves working in a small team and is able to work on their own initiative and without supervision. They would enjoy taking risks and will be excited for the challenge of expanding our training provision whilst maintaining high standards of teaching and learning. They will understand the importance of the day to day operations of a small training school and the welfare issues that come with working with young actors.

Peer Productions' vision is to use theatre to change young people's lives. Founded in 2006, Peer Productions is an award winning, youth arts charity specialising in combining high quality arts practice with peer education. We run a small training school where we deliver a free one year level 4 course in performing arts. 83% of our cohort go on to Drama school and we have a wide range of alumni continuing to work in the creative industries.

We have developed a unique approach whereby young people are at the centre of every stage of the creative process. We use peer education and theatre to empower three separate groups of beneficiaries: young peer educators, disadvantaged project participants and young audience members.

Role: Leader of Learning

Responsible for: The development and delivery of our training provision.

Salary: £28,000 pro rata 0.6 days (3 days per week)

Benefits : Training and professional development programme, pension, Child care voucher scheme.

To apply please email the Managing Director at ed@peerproductions.co.uk with:

- Your CV
- Covering letter specifically explaining how you fulfil the person specification
- Two relevant references

If you would like to discuss your application informally please email Ed with your telephone number and the best time to reach you and he will endeavour to call you back.

Application Deadline: 28 September 2019

Interviews: Through out October

We are hoping that the successful candidate will be able to start in December or January.

MAKE PLAYS CHANGE LIVES

Background Information

Peer Productions is a unique youth arts charity that uses theatre to impact the lives of thousands of young people every year. Founded in 2006 by Artistic Director Nina Lemon, Peer Productions specialises in the education of young people by young people through theatre.

Each year we provide a FREE full time course for a team of talented young people aged 17 to 23 years, training them as actors and peer educators. We work with them to develop plays which they tour to secondary schools, teaching young people about important social and health issues. For the young actors, the combination of top quality training and real practical touring experience delivers an 83% success rate of moving on to top drama schools.

'Peer Productions single-handedly got me into drama school.'

Alex Paterson, PP Actor

Peer Productions delivers high quality theatre that tackles complex issues faced by young people including mental health and self-harm; sex and relationships; and substance misuse and addiction. Our touring productions reach over 15,000 young people every year.

'I did want to be a teenage mum but watching this play has made me think differently.'

Year 10 audience member of The Teenage Pregnancy Project

Peer Productions also delivers outreach drama projects for those young people who are disadvantaged or marginalised, including those with learning disabilities, young carers and vulnerable young women.

'I gained more confidence in what I do and better relationships with my family.'

Participant of Generation Girls vulnerable young women project.

The organisation is based at South Hill Park Arts Centre in Bracknell.

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Job Description for Leader of Learning

Purpose of the job

1. To develop and deliver a holistic and inspiring programme of work for our young actors (aged 17-23 years) which will enable them to develop the skills they need to be industry or drama school ready whilst also fulfilling the needs of our exam board.
2. To mark our cohort's work and act as leader of assessment supporting colleagues as our provision extends.
3. To provide pastoral support for our young actors.
4. To lead on the strategic development of new courses to provide more young people with access to high quality arts education.
5. To support the recruitment of new learners to Peer Productions' Programmes.
6. To liaise with our internal verifier, partner college and exam boards as required.

Job Specification

Reporting directly to the Peer Productions' Managing Director and Artistic Director fixed 0.6 PAYE contract with the plan to increase. The role will be based at our offices in South Hill Park Arts Centre, Bracknell.

Key Responsibilities and Duties

An Inspirational Programme

To design and deliver engaging, relevant and inspiring lessons.

To manage and support masterclass leaders and delivery staff as required.

To support learners with application and audition processes for Drama School or other further training.

Assessment

To mark the Level 4 cohort's work (circa 20 learners).

To act as lead assessor, supporting colleagues to assess learners' work as our training provision develops.

Pastoral support

To provide holistic and individual support for learners in all aspects of their personal and social development.

To signpost learners to additional sources of information, support and guidance.

To liaise with with all delivery staff to ensure learners are expertly supported.

To act as Designated Safeguarding Officer reporting to the Designated Safeguarding Lead and making referrals as required.

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Development of new courses

To research and select potential qualifications for delivery by Peer Productions.

To research and develop new qualifications to increase Peer Productions' reach and accessibility.

To research, develop and build new partnerships to increase Peer Productions' reach and accessibility.

Recruitment

To work with Artistic Director and Marketing Manager to ensure the effective marketing of courses and recruitment of students.

To build partnerships with other learning providers to ensure a steady flow of applications. This could include leading workshops in colleges and attending careers' fairs etc.

Supporting our alumni connection programme.

Communication and Administration

To ensure all paperwork is provided to partner college and exam boards in a timely fashion.

To communicate with internal verifier, partner college and exam board as required.

Other

To attend team meetings.

To keep a daily record of attendees.

To encourage and support the creation of new artistic ventures by the team.

To support the other work of the team.

To create projects for the charity.

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Person Specification

Essential

- Qualified Teacher Status (QTS).
- A degree in Drama, Theatre or Performing Arts or other relevant qualification.
- Experience and knowledge of Safeguarding procedures and policy and pastoral care.
- At least three years experience delivering drama teaching in an FE or HE setting.
- Experience of successfully preparing learners for Drama School auditions.
- The ability to be creative and resourceful in problem solving.
- Experience building partnerships.
- An entrepreneurial attitude and ability to innovate and diversify training provision.
- Commercial awareness, and a professional approach.
- The ability to build and maintain effective relationships and to communicate well with a variety of people
- Good planning, multi-tasking, organisation and time management skills.
- The ability to be a positive ambassador for the charity.
- An open and honest communication style
- A high degree of self-motivation and a drive to improve life for others
- Knowledge of the issues, challenges and needs of diverse young people.
- A willingness to undergo an enhanced DBS check.

Desirable

- Experience specifically with RSL and UAL examining bodies.
- Experience analysing and choosing appropriate accreditations.
- Knowledge and expertise working with students with special educational needs.
- Experience leading workshops with vulnerable groups of young people.
- An awareness of the issues affecting the education sector
- Full clean manual driving licence and willingness to drive a minibus.
- An understanding of how funding is allocated in the FE and HE sector.

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