



Appointment of

**Head of Drama**

March 2022

Candidate information



# The College

Hurstpierpoint College is one of the country's leading HMC co-educational schools and has a reputation for offering an excellent all-round education with a strong academic core for every child.

The College comprises a Sixth Form, Senior School, Preparatory, and Pre-Prep with close to 1,300 pupils in all and an annual turnover of £30 million pa. Over half the pupils in the Senior School are boarders (weekly or flexi).

What particularly strikes visitors to the College is the vibrant dynamic of our community.

Situated within a 150 acre Campus, surrounded by beautiful countryside, Hurst lies on the border of the South Downs National Park, close to the village of Hurstpierpoint in West Sussex.

This superb location is also just 20 minutes from the city and beaches of Brighton and Hove, whilst London train stations can be reached from Hassocks or Haywards Heath in under an hour.

Hurst has an excellent academic track record and the vast majority of pupils go on to Russell Group universities including Oxford, Cambridge, the various London Universities, as well as large numbers to Exeter, Bristol and Durham.

The central Campus is thoughtfully laid out and planned with zones for the Academic, Co-Curricular and Pastoral. These all lie at the centre of a superbly equipped broader Campus.

Founded in 1849 by Nathaniel Woodard, Hurst is a Church of England college. The Christian ethos underpins college life, but we are a diverse community; we welcome those of other faiths, or no faith, and pursue an inclusive approach in all that we do.



We are ambitious for our pupils to achieve the best that they can in all that they do and we recognise and encourage both engagement and achievement.

In short, we aim to develop confident, successful, independent individuals with a good sense of themselves and the world around them, who will succeed in their lives whatever route they choose to take.

## Superb Facilities

The College has invested heavily in campus developments, including substantial new academic and sports facilities, in addition to an extensive programme of boarding house refurbishments. In the last five years, major developments include the New Bury Theatre which opened in 2018, Pelican House in 2020 and a complete overhaul of the College's catering facilities, completed in early 2022.

Future planned developments include new science laboratories and a substantial new sports complex including a new swimming pool, alongside the continued programme of refurbishment of the College's existing facilities.



# HEADMASTER'S WELCOME

Hurst is a great place within which to work and to live. We have a clear sense of our educational values and a vision for our future based on those values. Fundamentally, we believe that school is not about the school itself but rather the development of all the individual pupils (and indeed staff) within strong communities. Our aim is to be ambitious for each pupil to achieve their very best and to grow and develop in such a way that they leave us ready and prepared for what comes next in their lives. They should then be able to make the most of the opportunities before them as well as the right choices. We also have a strong belief that our pupils' lives should be closely intertwined with the lives of others and that they should contribute positively to the lives of other people and the world in general as they follow their own particular journeys.

As a result, an education at Hurst is certainly holistic, to use a slightly pompous expression, and we believe that pupils develop through a full on engagement with every aspect of Hurst life (Academic, Co-Curricular and Pastoral) as well as just being a part of this place whether in the Houses, Teams, Casts, Activity groups or whatever. Being at Hurst is very much a way of life for those who attend either as a pupil or as a member of the staff team.

We are therefore looking for an individual to join us who will not only feel comfortable with the values and ethos of this place but will actually embrace them and thrive here. Over the past 15 years, the number of pupils at the College has doubled, our Academic and Co-Curricular output has risen dramatically and the reputation of the College has not just strengthened but also spread. Financially, too, the College has gone from a position

of less than strength to being one of the leading players in the region and able to have invested very heavily in facilities (£30m new buildings in the last 10 years).

Time spent at Hurst should be both worthwhile of itself but also of value for any individual's future. The College's core mantra is very simple: Work hard, do good and engage. It is not too trite to say that this applies to all of us who are here. We take a certain amount of pride but with, I hope, humility in what has been achieved thus far. We are looking for somebody to join us who will do the same.

As ever

*Tim Manly*





## Head of Drama Job Description

**Reporting to: Head of Faculty (Creative and Performing Arts)**

# The Department

The Head of Drama is responsible for leading and managing a large team of Drama staff to ensure high quality teaching, learning and assessment for KS3, GCSE and A Level courses. The successful candidate will lead learning for all year groups in the Senior School from Shell (Y9) through to the UVI and will be an outstanding teacher with significant experience of Middle School and Sixth Form teaching.

The Head of Drama operates alongside the Director of Drama who is responsible for co-curricular programming and productions and line manages the Head of Prep School Drama (who is responsible for the teaching, learning and development of the KS1-KS2 curriculum).

Drama is a popular and thriving part of the curriculum and is at the cultural heart of the school. Students are very keen to participate in, support and contribute to all Drama events. Over the last 5 years the Drama Department has doubled in size and has become one of the most popular options subjects at both GCSE and A Level. All students study Drama as a discrete subject at KS3.

A strong interest is growing in pursuing Drama at university or professionally accredited acting schools, and performers have won places with RADA, GSA, Bristol Old Vic, The Royal Central School of Speech and Drama and Liverpool Institute for the Performing Arts. The Drama Department runs a full range of support workshops in order to prepare students for successful applications, interviews and auditions. Students can also work towards their LAMDA examinations, facilitated by a range of specialist tutors.

There is great enthusiasm across the school campus for Drama. Pupils of all ages are encouraged to take an active part at every level of performance and production, and opportunities are given for students to direct their own productions, supported by the teaching and technical staff.

The Drama Department is fortunate to operate within exceptional facilities. A fully equipped, black-box studio is the central hub for academic Drama teaching, learning and performance. The studio benefits from excellent lighting and sound facilities with a separate technical control box, office, kitchen and a LAMDA classroom. Since 2020 Hurst has also been the home of the New Bury Theatre, a 350-seat versatile performance space of professional specification.



# Responsibilities

## PRINCIPAL RESPONSIBILITY

The primary role of the Head of Drama is to develop effective teaching and learning in Drama, so that all students and members of their team can achieve their personal best.

The Head of Drama will be directly responsible for the teaching, learning and assessment of KS3 Drama, the IGCSE Drama course (IGCSE Cambridge) and the A Level in Drama and Theatre (Edexcel). Results are consistently high, though the Department has achieved this through developing a culture of high expectations for theatre making, critical thinking and social engagement.

## SPECIFIC DUTIES

- To lead high quality teaching, learning and assessment within the department, facilitating best practice sharing and outstanding resources.
- To review and revise the curriculum to cater for the needs and abilities of all students within the Department. Collaborating with staff to create Schemes of Work and a unified sense of purpose within the department.
- To monitor the quality of teaching and learning in the department via discussion of teaching strategies, reviewing of lesson planning, lesson observations,
- To lead and monitor a departmental marking policy that is consistent amongst the team and understood by the students.
- To set and monitor Challenge Grades and academic progress for all pupils taught in the department.
- To identify the professional development needs of staff in the department and liaise with the Director of Professional Development to ensure that necessary staff training is identified and implemented.
- To subject mentor and oversee the training of Teach Hurst colleagues in the Drama department.
- To liaise with the Learning Support and Examinations office to ensure that all extra learning needs are being addressed.
- To represent the Drama department in all matters within the School including attendance at HoDs' meetings.
- To give presentations at Next Step and Sixth Form Choices Morning to promote Drama to parents and students.
- To be in communication with parents when necessary to monitor the learning of individual students.
- To manage the effective administration of the department including examinations and assessment administration, options booklets and handbooks.





# Responsibilities

- To liaise with other departments, pupils and the Director of Academic Administration on all matters concerned with the timetable, curriculum and setting arrangements.
- To liaise with department staff, parents, tutors, Library staff and the relevant Deputy Head as required.
- To supervise the work of Support Staff and monitor the health, safety and wellbeing of pupils and staff.
- To enrich the learning to foster the academic ethos throughout the School. This may include organising events such as Co-Curricular visits, creating societies, foreign exchanges, field trips, etc. This also includes helping to prepare Senior Johnians for interviews and examinations beyond A level.
- To discuss with the team how the brightest and best students' learning can be stretched so that there is no ceiling on achievement.

## ADDITIONAL RESPONSIBILITIES

- These will be dependent upon the skills and interests of the person appointed but will include a requirement to participate in the school's tutorial system, being attached to a house, and to contribute to the programme of sporting, cultural and extra-curricular activities.



## The Person

- The successful candidate will be innovative, proactive and place the needs of the young people at the forefront of everything they do.
- They will have a strong understanding of the importance of collaboration in The Arts, have experience managing large scale projects, have a keen desire to develop their subject specific pedagogy and have a strategic vision for The Arts within an academic environment.
- Bachelor's Degree in Drama or related subject with a PGCE, QTS (desirable not essential) and strong evidence of continuous professional development.
- Proven track record of excellence in an education setting.
- Academic credibility with teaching staff as well as being recognised as an outstanding teacher and colleague.
- The ability to lead, manage, engage and provide clear direction to staff and pupils to deliver the very best results.
- The ability to organise, administer and monitor efficient systems and processes.
- The ability to manage, analyse and interpret data for the better performance of staff and pupils.
- Genuine interest in ensuring every pupil and teacher reaches their potential.
- Focus on the development of education as defined by the Hurst Strategic Vision.





## Salary and benefits

- Highly competitive salary scale.
- Head of Department Additional Allowance.
- Membership of the Teachers' Pension Scheme.
- Remission of fees in line with the School Fees Discount Policy.
- Free dining and refreshment facilities during term time.
- Extensive professional development programmes, together with career opportunities across the College and Hurst Education Trust.
- Free use of extensive sports and leisure facilities.
- Comprehensive health and wellbeing offering including an on-site mind clinic, wellbeing MOTs, employee assistance programme, Chaplaincy, contributory BUPA Health Insurance and a cycle to work scheme.
- Social calendar of events.
- Free on-site parking.
- Accommodation may be available on-site.



# Apply

## THE APPLICATION PROCESS

Interested candidates should submit a covering letter, CV and application form to: [recruitment@hppc.co.uk](mailto:recruitment@hppc.co.uk)

Shortlisted candidates will be expected to teach a lesson.

The closing date for applications is Monday 18 April 2022.

We reserve the right to interview and appoint at any time.

Shortlisted candidates should bring with them their degree certificates and two forms of ID.

## SAFEGUARDING AND EQUAL OPPORTUNITIES

Hurst is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to an enhanced DBS disclosure, the receipt of satisfactory references, the College's pre-employment medical questionnaire, relevant original ID documentation and examination certificates. The College understands that a robust, fair and transparent recruitment and selection policy plays a central role in achieving this aim. Our full equal opportunities policy is available in the Policy documents section of our website.

## FURTHER INFORMATION

For further information please see our website at [www.hppc.co.uk](http://www.hppc.co.uk).