

JOB DESCRIPTION

JOB TITLE	Assistant Professor – Voice x 2
TYPE OF CONTRACT	Permanent: Full-time/Part-time (TBC)
RESPONSIBLE TO	Head of Voice
GROSS ANNUAL SALARY	Grade 5 £40,409 - £45,481 (Full-time) £20,204.50 - £22,740.50 (Part-time) Please note that we advertise our salaries on a range to indicate the trajectory of progression that can be made. Appointments are usually made at the start of the salary range.
HOURS OF WORK	37 hours over 5 days; (Monday to Saturday). Between the hours of 09.15am - 6.30pm. Evening work may be required as and when necessary.
KEY WORKING RELATIONSHIPS INTERNAL EXTERNAL	Students, Head of Voice, V.P. of Actor Training, Course Leaders, Other Heads of Disciplines, Head of Admissions and Student Affairs, Admissions Manager, Producer
PROBATIONARY PERIOD	Your employment will be subject to a probationary period of 6 months

BENEFITS	
(1) HOLIDAY ENTITLEMENT	Generous annual leave of 28 days plus Bank holidays (This is inclusive of any days when LAMDA may be closed, e.g. Christmas closure)
(2) PENSION	After 3 months of continuous service, you will be automatically enrolled into our qualifying workplace pension scheme with AVIVA. LAMDA will make an additional contribution in accordance with auto-enrolment regulations
(3) GP 24	You have access to remote, private GP services 24/7, 365 days a year. GP 24 is supported highly experienced and knowledgeable doctors
(4) EMPLOYEE ASSISTANCE PROGRAMME (EAP)	EAP is a confidential employee benefit designed to help you deal with personal and professional

	problems that could affect your home life or work life, health and general wellbeing. EAP service provides a complete support network that offers expert advice and compassionate guidance 24/7, covering a wide range of issues
(5) CYCLE TO WORK SCHEME	LAMDA offers a salary sacrifice cycle to work scheme
(6) EYE TESTS	Sight test costs are reimbursed to employees who require VDU use
(7) HYBRID WORKING	Hybrid work may be offered for some non-student-facing roles. We expect a norm of 60% of your time in the office and 40% of your time to be worked from home
(8) GROUP LIFE ASSURANCE	After six months of continuous service and on successful completion of the probationary period you will become eligible to death-in-service benefit where the nominated beneficiary could receive approximately 4 x annual salary payment if death occurs whilst in service
(9) SEASON TICKET LOAN	LAMDA offers an interest-free loan for the purchase of an annual season ticket

JOB PURPOSE

To contribute to the effective delivery of LAMDA's teaching and learning programmes through high-quality teaching informed by professional expertise, conservatoire training experience, and current industry practice. The role requires extensive experience in actor conservatoire training, with specialist expertise in Practical Voice and the vocal progression of actors and/or Accent and Dialect acquisition.

The postholder will support the development of students' learning journeys and professional growth, including responsibilities as Head of Year, while contributing to internal and external projects. The role also encompasses assessment, report writing, lesson planning, and active participation in curriculum development to ensure a dynamic, inclusive, and industry-relevant educational experience.

In addition, the role requires demonstrable experience across a range of complementary areas, including at least four of the following: project support, production support, vocal health, speech and clarity, public speaking and rhetoric, and extreme voicing.

DUTIES AND RESPONSIBILITIES

- To provide teaching and training with individual and groups of students
- To provide a safe and inclusive environment that supports all our students in their learning and development, employing anti-racist teaching and practice appropriate to a drama training setting, and fostering allyship within the LAMDA community

- To liaise with the Head of Voice, the broad content of the teaching to be undertaken and the methodologies for/purposes of that teaching.
- To prepare the teaching sequence by drawing together relevant knowledge from their research/professional experience and undertaking any necessary scholarship to cover the range of teaching input required.
- To prepare for each teaching session by selecting and preparing the content, deciding upon any exercises/materials to be used and planning their approach to the session.
- To ensure that content, methods of delivery and learning materials will meet the defined learning objectives for their sessions.
- To contribute to the quality of all LAMDA programmes by contributing on the basis of their research/professional knowledge.
- To help students absorb knowledge, build upon it and help them overcome any problems they encounter in understanding and applying knowledge.
- To promote depth of learning by providing clarification of material taught, responding to student questions, facilitating discussion in classes, providing any supplementary explanation/material required and introducing them to new issues raised in recent research and/or current professional practice.
- To provide individual academic advice/support to students, including advice on appropriate reading and recent developments and to act as a personal tutor to students to deal with and, where appropriate, triage non-academic aspects of the student experience.
- To provide formative feedback to students in class.
- To provide formative and summative feedback in written format at the end of each term for students in all classes taught.
- To set up all students facing information on the VLE (Canvas) and continuously add and adjust as necessary.
- Where required, to set assessment tasks, mark and assess work and support student profiling and the moderation process.
- To undertake organizational and administrative tasks directly related to your own teaching.
- To maintain academic and/or professional standards and work in accordance with LAMDA policies
- To evaluate, reflect and review your teaching with students and contribute to the development of teaching, learning and curriculum development at LAMDA
- To be prepared to contribute in at least two of the following four themes to underpin changing practice at LAMDA:
 - a. **Access and Inclusion** - widening access and inclusion within the school and outside. Engagement through recruitment, audition squad, access summer school and exams. Anti-Racist and Inclusive Teaching practice and pedagogy. Commitment and experience of facilitating modern ensemble - co-creation, facilitation of safe spaces, zero-tolerance and conflict resolution - to foster collaboration and creativity.

- b. Development of Individual Health, Wellbeing and Resilience** building - a holistic approach to training the individual to empower and build confidence and practice for the professional world - journaling, mindfulness, mental wellness, personal coaching, life plans, leadership development and mentoring.
 - c. Development of multi skilled Artists and Creative Technicians** for a sustainable creative skills sector with relevant experience and practice in making sustainable theatre, content production and promotion across all platforms, creative access and inclusion, creating and delivering socially engaged work for a wide range of audiences and stakeholders.
 - d. Digital** - supporting the digitisation of LAMDA in teaching, learning, research, knowledge exchange, technical theatre, screen and audio and other platforms.
- It is expected that approximately 60% of working hours will be spent over the course of the year with face to face teaching, with the remaining 40% comprising: Preparation, Marking, Workshops, Watching Productions, On-line first Round (self-tape reviews), Recalls, Curriculum Development Activity, Learning and Student Support Tutorials and Personal and Curriculum Development with latest updates in EDI, Health and Safety, Safeguarding, etc).

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	<ul style="list-style-type: none"> • Masters level Degree in Voice Studies or equivalent • Fellowship of the HEA (or a willingness to work towards it) 	<ul style="list-style-type: none"> • Formal learning (or equivalent) in a relevant subject and a research and/or professional qualification. 	Certificates
SKILLS / ABILITIES	<ul style="list-style-type: none"> • The ability to communicate complex knowledge clearly, both orally and in writing • The ability to stimulate and encourage the commitment to learn in others and to promote depth of learning in the subject area • The ability to create and maintain an inclusive and safe learning environment for all students • Ability to work effectively and creatively with students and colleagues • Ability to work and learn alongside students in co-creation • Ability to organise own time effectively, so as to meet deadlines and manage competing priorities • Good analytical skills and the ability to respond to problems which arise in learning situations 		Application / Interview

	<ul style="list-style-type: none"> Ability to translate teaching and learning into the virtual learning environment 	
--	------------------------------------------------------------------------------------------------------------------------------------	--

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
KNOWLEDGE	<ul style="list-style-type: none"> Expertise in teaching the vocal progression to acting students in the conservatoire setting. Expertise in the part of the curriculum to be taught and the scholarship associated with it. Excellent breadth and depth of knowledge, professional application and understanding in the delivery and discipline of Practical Voice and Heightened Text Experience in accent and dialect acquisition 	<p>Knowledge of the Linklater technique as well as other established/recognized masters in the field of vocal technique in actor training</p>	Application / Interview
EXPERIENCE	<ul style="list-style-type: none"> Depth of experience in delivering teaching to actors in the actor training conservatoire setting. Extensive experience in delivering practical voice based on personal practice and other recognized practitioners in the field. Experience in working with actors on heightened text, such as Shakespeare. Relevant industry experience as a practitioner Experience of working with young people Commitment to continuing professional development 	<ul style="list-style-type: none"> Facilitation skills Conflict resolution Artist development and participatory arts in a variety of settings and a variety of audiences Work on unconscious bias, consent and inclusion Safeguarding Health and safety in professional or training settings 	Application / Interview

	<ul style="list-style-type: none"> • Experience in Accent and Dialect acquisition • Experience in delivering effective voice training on the Undergraduate and Postgraduate levels 		
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALITIES	<ul style="list-style-type: none"> • Focused, highly efficient and self-motivated with the ability to think creatively and to take the initiative to meet strict deadlines across a number of simultaneous projects • Eagerness to continue to learn new skills and educational innovations# • Collaborative team player with ability to communicate clearly and effectively with both internal and external suppliers • Sense of humor 		Application / Interview

This job description reflects the present requirements of the post and should not be seen as an exhaustive list of responsibilities. Duties and responsibilities may develop and change in consultation with line management.

The successful applicant may be required to go through a DBS 'Enhanced Disclosure' check. Expenses will be met by the Academy.