

JOB DESCRIPTION

JOB TITLE	Lead Practitioner - Acting
TYPE OF CONTRACT	Permanent, full-time
RESPONSIBLE TO	Head of Acting
RESPONSIBLE FOR	Along with the Course Leader responsible for Associate (Full and Part-time Teachers)
COUNTERSIGNING MANAGER	Executive Dean of the Drama School
GROSS ANNUAL SALARY	£38,000 - £42,000
HOURS OF WORK	37 hours per week; Monday to Friday (9.15am – 5.30pm) plus evening and weekend work as and when necessary
KEY WORKING RELATIONSHIPS	Executive Dean of the Drama School, Head of Voice, Head of Technical Training, Head of Screen and Audio, Course Leaders, other Lead Practitioners, Teaching Associates, Examinations department. Freelancers (Associate Artists and Specialist Practitioners)
INTERNAL	
EXTERNAL	Industry
PROBATIONARY PERIOD	Your employment will be subject to a probationary period of 6 months
HOLIDAY ENTITLEMENT	28 days per year plus bank holidays; (This is inclusive of any days when LAMDA may be closed i.e. Christmas closure)
PENSION	After three months of continuous service you will be automatically enrolled into our qualifying workplace pension scheme. LAMDA will make an additional contribution in accordance with auto-enrolment regulations
BENEFITS	After six months of continuous service and on successful completion of the probationary period, you will become eligible for the following benefits:
(1) GROUP LIFE ASSURANCE	LAMDA offers a death in service benefit where the nominated beneficiary could receive approximately 4 x annual salary payment if death occurs whilst in service
(2) SEASON TICKET LOAN	LAMDA offers an interest free loan for the purchase of an annual season ticket

(3) CHILDCARE BENEFIT SCHEME	LAMDA offers childcare vouchers as part of a salary sacrifice scheme. This benefit will enable employees to make significant savings on their tax and national insurance contribution
(4) EMPLOYEE ASSISTANCE PROGRAMME	LAMDA offers an employee assistance programme (EAP) which is confidential and easy to access. This service is available to staff 24 hours a day, 7 days a week.

JOB PURPOSE

Assist the Course Leader with particular elements of courses and the management of a pool of Teaching Associates from one or more disciplines, acting as a focus for the development of progressive practice in the School.

Lead Practitioners will hold a Professional Practice that demonstrates a range of skills which may be developed from working in a wide variety of settings from Education, the Creative Skills sector and Participatory Arts. They will have a lead responsibility for the curation of the skills development and training in Acting across all Programmes. Lead Practitioners also take a leading responsibility for one of the work streams created to support our Academy Priorities

- Inclusion, Access and Anti - Racist Teaching practice.
- Wellbeing and resilience
- Artist and Professional Development
- Digital learning and the Virtual Learning Environment

Lead Practitioners will have Personal Tutor responsibility

DUTIES AND RESPONSIBILITIES

- Bring to bear particular industry experience of the Industry in development of teaching practice at LAMDA
- Teaching and acting as a personal tutor to students to deal with and, where appropriate, triage non-academic aspects of the student experience
- Module development
- Recruitment and auditions
- Manage the Associate Teachers (Acting) and freelance acting specialists
- Coordinate the acting practice and self-led work across all Acting programmes. Ensuring that all timetabled hours allocated to acting are covered in the event of absence/illness
- Occasional project direction (if aligned with skill set)
- Work with the Course Directors to maintain a pool of Teachers sufficient to meet the requirements of the curriculum for the discipline
- Provide pastoral care, performance management and professional development for Teachers
- Liaise with relevant Course Leaders and Teachers to assign Associate Teachers to timetable
- Collaboration with other Lead Practitioners and Exams in the development of new courses (validated, non-validated, LAMDA Exams and CPD)
- Assist the Course Leader in organisation of Associate Teachers to support contribution to following four themes to underpin changing practice at LAMDA (and make a personal contribution in at least

two):

- 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 50% of working hours will be spent over the course of the year with face to face teaching, with the remaining 50% comprising: Preparation, Marking, Workshops, Productions, On-line first Round (self-tape reviews), Recalls, Summer Schools, Curriculum Development Activity, Learning and Student Support Tutorials and Personal and Curriculum Development and other activity).

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

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
SKILLS / ABILITIES	<ul style="list-style-type: none"> -Excellent practice in one or more drama school disciplines -Ability to review and appraise the performance of other teachers -Ability to review, reflect and evaluate to inform change -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 -Ability to translate teaching and learning into the virtual learning environment 		Application/ Interview

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
	<ul style="list-style-type: none"> -Negotiating and influencing -Problem solving 		
KNOWLEDGE	<ul style="list-style-type: none"> -Extensive breadth and depth of knowledge, contemporary professional application and understanding in the Acting discipline(s) -Understanding across the course curriculum and the scholarship associated with it 		Application/ Interview
EXPERIENCE	<ul style="list-style-type: none"> -Some experience of delivering teaching and/or training. -Relevant experience in the creative skills sector as a practitioner -Experience of working with young people -Continuing professional development 	<ul style="list-style-type: none"> -Facilitation skills -Conflict resolution -Artist development and participatory arts in a variety of setting and a variety of audiences -Work on unconscious bias, consent and inclusion -Safeguarding -Health and safety in professional or training settings 	Application/ Interview
QUALIFICATIONS	<ul style="list-style-type: none"> - Degree and / or relevant Industry experience with participation -Fellowship of HEA (or 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 (if applicable)
QUALITIES	<ul style="list-style-type: none"> -Creativity -Resilience -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 		Application/ Interview

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
	simultaneous projects -Collaborative team player with ability to communicate clearly and effectively -Flexibility – the ability to adapt to different learning styles and requirements. The ability to adapt to different styles of Direction -Good sense of humour -Empathy		

ABOUT LAMDA

LAMDA is a leader in performing arts training and strives for excellence in every facet of our organisation, and 2019 marks the beginning of a new chapter of growth. Following the completion of our new facilities in west London, the Academy will welcome Sarah Frankcom Director and is now fully registered as an independent HEP (Higher Education Provider). These changes are exciting and critical to the long-term sustainability of LAMDA, bringing with them our ambitions to be an even more accessible LAMDA, representing people from all corners of the UK and beyond in recruiting and training the most creative and innovative theatre makers.

Founded in 1861, LAMDA (London Academy of Music & Dramatic Art) is a world-leading conservatoire offering exceptional vocational training to actors, stage managers, technicians and directors. In addition to six validated degree programmes, LAMDA offers a Foundation Diploma and a number of validated semester and summer short courses.

In July 2018, LAMDA joined the register of Higher Education Providers, a key step towards achieving degree awarding powers. From 2019-20 LAMDA will operate independently from the Conservatoire of Dance and Drama, receiving funding directly from the Office for Students.

The work of the Academy is complemented by that of LAMDA Examinations, through which LAMDA offers a drama and communications-based syllabus leading to accredited and non-accredited awards in the UK and overseas. In 2017 - 18 108,190 people in 33 countries took a LAMDA Examination.

In 2017, LAMDA moved into its new £28.2m centre for world-leading drama training. LAMDA's new home features ten large training and rehearsal studios, three theatres - the 200 seat Sainsbury Theatre, 120-seat the Carne Studio Theatre and the Linbury Studio, and a fully equipped digital and audio suite. In January 2018, LAMDA alumni Benedict Cumberbatch was appointed the Academy's President, and in February 2019, Sarah Frankcom was appointed LAMDA's new Director

LAMDA Alumni include Nikki Amuka-Bird, Patricia Hodge, Janet Suzman, Chiwetel Ejiofor, Jeremy Irvine, Rory Kinnear, Harriet Walter, Rose Leslie, Paterson Joseph, David Oyelowo, Katherine Parkinson, Toby Stephens, David Suchet, Sam Claflin, Leah Harvey, and Ruth Wilson, among many others.