

JOB DESCRIPTION

JOB TITLE	Practitioner in Scenic Construction
DEPARTMENT	PTASS
TYPE OF CONTRACT	Permanent, part-time 0.6 FTE
RESPONSIBLE TO	Head of Scenic Construction
RESPONSIBLE FOR	N/A
GRADE AND SALARY	Grade 5 £24,245 to £27,289 pro-rata £40,409 to £45,481 FTE 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	22.5 hours per week worked between Monday to Friday plus evening and weekend work as and when necessary and in accordance with timetabling requirements
KEY WORKING RELATIONSHIPS	Head of Scenic Construction, PTASS and Drama School teaching staff, students,
INTERNAL	
EXTERNAL	Directors and Contractors
PROBATIONARY PERIOD	Your employment will be subject to a probationary period of 6 months
BENEFITS	After six months of continuous service and on successful completion of the probationary period, you will become eligible for the following benefits:
(1) HOLIDAY ENTITLEMENT	16.8 days per year pro-rata plus bank holidays; 28 days = FTE (This is inclusive of any days when LAMDA may be closed i.e. towards 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 by 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 be affecting 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	After six months of continuous service LAMDA offers a salary sacrifice cycle to work scheme
(6) EYE TESTS	Sight test costs is reimbursed to employees who require VDU use
(7) 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
(8) SEASON TICKET LOAN	After six months of continuous service LAMDA offers an interest free loan for the purchase of an annual season ticket

JOB PURPOSE

The primary focus of this role is to introduce the Production and Technical Arts students to the skills required and roles within a Theatre, or related industry, Scenic Construction Department. The role requires the individual to give classes to the students as well as supporting them in their delivery of practical show roles

DUTIES AND RESPONSIBILITIES

- To provide lectures and/or teaching in small groups of students
- To discuss, with the Head of Scenic Construction the broad content of the teaching to be undertaken and the methodologies for/purposes of that teaching
- To prepare for 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 the Drama School by contributing on the basis of their research/professional knowledge
- To help students absorb knowledge, build upon it and help them to 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
- To provide formative feedback to students in class
- Where required, to set assessment tasks, mark formally assessed work (subject to moderation by the Head of Scenic Construction) and act as a principal marker for any assessment tasks they have set
- To undertake organisational and administrative tasks directly related to your own teaching
- To review the outcome of your teaching and contribute feedback to the review and forward planning
- To maintain academic and/or professional standards and work in accordance with LAMDA policies
- To oversee the Build, Get In, Fit up and Technical sessions of LAMDA Productions with other technical tutors, as directed by the Head of Scenic Construction and/or Head of Production Management
- To maintain connections within the industry and support the students in the organisation of professional work placements
- To cost and order set materials for LAMDA productions in liaison with Head of Scenic Construction
- To order relevant stock items and teaching materials, for the LAMDA workshop in liaison with the Head

Scenic Construction

- To maintain a sustainable practice in Scenic Construction, following the Theatre Green Book principles
- To prepare and give scenic construction lectures/class to Students in liaison with the Head of Scenic Construction and Course Leader of Production and Technical Arts - Stage and Screen (PTASS)
- To deliver tutorials to the students within the Scenic Construction department and draw up written assessments as required, in liaison with the Head of Scenic Construction
- Maintenance of the LAMDA workshops as required
- To ensure the security of LAMDA premises and that no students are allowed unsupervised access
- Caring for the personal and professional wellbeing of LAMDA students.
- To promote the PTASS course through workshops, trade shows and other external events.
- To undertake the Fellowship programme of the Higher Education Academy
- Any other duties as specified from time to time by the Head of Production & Technical Training
- To attend all meetings as requested by Head of Production & Technical Training
- To be prepared to make a contribution in at least two of the following four themes to underpin changing practice at LAMDA:
 - 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.
 - 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.
 - 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.
 - Digital - supporting the digitisation of LAMDA in teaching, learning, research, knowledge exchange, technical theatre, screen and audio and other platforms.

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 'Standard Disclosure' check. If this is deemed a necessary requirement of the role the expenses will be met by the Academy.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	A degree (or equivalent experience) in a relevant subject and a research and/or professional qualification and experience		Certificates
SKILLS/ ABILITIES	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 Scenic Construction Ability to work effectively with colleagues and students 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 work with a variety of scenic materials – to include wood and metal		CV/ Cover Letter/ Interview
KNOWLEDGE	Adequate breadth and depth of knowledge and understanding in the discipline to add value to the content Expertise in the part of the curriculum to be taught and the scholarship associated with it Working knowledge of Autocad / Vectorworks	IOSH -Managing Safely Theatre rigging procedures CNC Router	CV/ Cover Letter/ Interview
EXPERIENCE	Experience of delivering teaching and/or training Extensive and demonstrable experience in a professional workshop environment and must be comfortable working with all materials Experience of working to, and managing budgets Experience of current theatrical staging and flying practices Experience of costing scenery from designs		CV/ Cover Letter/ Interview

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
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