

Job Description

POST: FE Lecturer in Acting

LOCATION: Middlesbrough

LINE MANAGER: Cluster Leader

Safeguarding Statement:

The Northern School of Art recognises that it has a statutory and moral duty to promote and safeguard the welfare of its students who are under the age of 18 and of its vulnerable adults.

JOB PURPOSE:

We are seeking a dynamic lecturer with a strong knowledge of contemporary Acting and experience within industry.

Bringing your own specialist skills and understanding of the market place, you will be integral to developing the delivery of this innovative programme. We are especially looking for a member of staff with specialism in these areas: Acting for stage and screen, Directing, Movement and Voice.

The successful candidate will assist the Cluster Leader in the development and delivery of Acting and associate FE related courses (such as Film and TV), ensuring a high quality of teaching and learning for students and effective student achievement and progression.

MAIN DUTIES & RESPONSIBILITIES:

1. Take the lead to plan, and deliver an innovative and exciting acting curriculum within the School through following and implementing the selected examination body specifications.
2. Teach Acting and any other associated courses to a standard that is demanding and appropriate to the type of course and level of students;
3. Be responsible for teaching and effective student learning in the main subject area(s) and the promotion of Maths and English delivery/development;
4. Undertake teaching duties as directed, and to prepare teaching and learning materials;
5. Set, supervise and assess students' work in accordance with the policies of the School;

6. Maintain the tutorial structure and undertake designated tutorial duties, assuming responsibility for tutorial guidance of students;
7. Maintain accurate recording of student attendance and assessment and fulfil all ancillary duties commensurate with the post;
8. Support the Cluster Leader in the administration of courses, including the maintenance of the School's quality systems related to Courses;
9. Support the Cluster Leader in securing the relevance of teaching to curriculum needs;
10. Offer technical, conceptual and contextual support to students across a wide range of Acting practices, bringing specialist knowledge and professional experience from one main area or discipline.
11. Experience of directing student and or professional productions.
12. Skills to deliver sessions to an appropriate level in a range of Acting techniques including Directing, Movement, Voice and Acting for Screen.
13. Continually develop and maintain links with industry and/or HE providers as appropriate to maintain freshness of provision throughout all modules and students' vocational/careers guidance;
14. Use industrial links as above to facilitate work experience, live projects, educational visits and employment as relevant, and to be responsible for organising and supervising them;
15. Maintain awareness of major issues in current educational practice in the FE/HE sector;
16. Participate in student recruitment and admissions processes as required; and
17. In addition to the duties listed above, the post holder may be required to perform some or all of the following: management of courses and curriculum development; consultancy; leadership and staff management; and additional administrative tasks, where appropriate.

GENERAL DUTIES:

1. Ensure other members of the team have information to cover effectively for you in your absence.
2. To engage in professional development and networking to ensure that professional, and strategic contributions are up-to-date.

3. Ensure that the Corporation's Health & Safety Policy is adhered to at all times and take responsibility for general health and safety housekeeping within your work area.
4. Participate actively in the performance management scheme, agreeing objectives, attending reviews and undertaking professional development as required.
5. Ensure that the Corporation's Equality and Diversity policy is adhered to at all times and tackle or report discrimination and harassment wherever it occurs.
6. Ensure the safeguarding of learners at all times and report any potential issues without delay.
7. All employees are expected to be fully committed to policies/processes on equality, diversity, safeguarding and the Prevent Agenda.
8. Any other duties commensurate with the nature and level of the post, as directed by the Vice Principal (Further Education).
9. This list is not exhaustive and is only an indication of responsibilities.

Person Specification

FE Lecturer in Acting

Specification, whether essential or desirable, and where the specification will be tested	ESSENTIAL	DESIRABLE
Qualifications		
Honours degree (or equivalent) in Acting / related subject specialism.	Y	
Willing to work towards a teaching qualification	Y	
A minimum of Grade 4/C in English language and Mathematics	Y	
Postgraduate qualification in a relevant field or equivalent professional experience		Y
Experience/Knowledge		
Experience of teaching (preferably in a relevant subject discipline at Further Education level)	Y	
Experience of working with children or vulnerable adults	Y	
Knowledge of qualifications at FE level in the creative and performing industries.	Y	
Practical current experience of working within the creative/performing industries – up to date knowledge of trends/ideas/working practices in the sector	Y	
Knowledge of current industrial contacts in the creative and performing industries	Y	
Competent across a range of Acting areas	Y	
Experience of working across multi disciplines within the performing arts, for example; film/TV, directing, performance.	Y	
Able to use general Microsoft IT packages for the preparation of learning materials	Y	
A relevant body of work/creative history of demonstrating experience in the subject matter	Y	
Access to transport for work purposes		Y
Knowledge, skills and abilities		
Ability to demonstrate commitment to the programme/course, the team, the students and the School	Y	
Self-motivated and creative	Y	
Planning and organisational skills with the ability to meet tight deadlines	Y	

Specification, whether essential or desirable, and where the specification will be tested	ESSENTIAL	DESIRABLE
Ability to be innovative in curriculum delivery	Y	
Able to inspire & enthuse students to initiate fresh ideas and see them through to completion	Y	
Excellent verbal communication skills - able to communicate effectively with students, staff at all levels, and with parents	Y	
Good written communication skills – able to write effective schemes of work, lesson plans, assessment documentation and contribute to team self-assessment	Y	
Able to work effectively as a member of a team, across FE and HE	Y	
Able to deal effectively with people at all levels	Y	
Willing to deliver hours flexibly according to need	Y	
Adaptable – able to respond quickly to varying needs of the service	Y	
Committed to regular updating of skills and knowledge	Y	
Reliable, punctual and flexible	Y	
An interest in and/or an understanding of the application of IT/technology in the future of acting		Y
Knowledge of current issues and developments within FE and their impact on the delivery of creative and performing arts subjects		Y
Knowledge of administration requirements of the FE sector		Y
Knowledge of the progression routes within Further & Higher Education and the range of qualifications at the School		Y
Knowledge of other design IT packages		Y
Professional presentation of work and self	Y	