

Job Description

Job Title	Head of Contemporary
Job Holder	
Responsible to	Director of Dance
Date	1/09/25

1. Job Purpose

To be responsible for the teaching of Contemporary at Laine Theatre Arts, leading the Contemporary department in ensuring the highest standards of training is maintained.

2. Duties and Responsibilities

- To oversee the safe, efficient, and effective delivery of high-quality training in Contemporary dance across all courses running at level 3 and above.
- To assimilate an in-depth understanding of specific subject requirements relating to Contemporary dance across all courses running at level 3 and above.
- To translate overall artistic directives given by the Director of Dance into actionable termly/weekly goals.
- To support Contemporary Department staff in working effectively towards departmental aims and objectives, reporting to the Director of Dance where further support or training is required.
- To collaborate with the Head of Pre-vocational training and Level 6 Course Leader to design/monitor/review course content relating to Contemporary dance.
- To collaborate with the Head of Pre-vocational training and Level 6 Course Leader to design/monitor/review course documentation relating to Contemporary dance
- To collaborate with the Head of Prevocational training and Level 6 Course Leader to design/monitor/review assessment content relating to Contemporary dance
- To manage the training implications of day-to-day staffing/timetabling issues; working to minimise disruption to course delivery.
- To encourage teaching staff to use their own creative abilities to deliver lesson content in a way that responds to the course documentation and creates a unique and inspiring learning experience for the student.
- To encourage teaching staff to use safe, varied and effective teaching strategies to maximise student engagement and progress.
- To ensure that teaching staff are tracking the progress of all students they are responsible for in their subject area.
- To ensure that teaching staff are taking an active role in assessing students in accordance with the designated assessment framework.

- To coordinate the creation of choreography for productions and assessments.
- To adhere to quality assurance procedures as required.
- To attend college auditions and contribute towards the assessment of student potential.
- To coordinate student appraisals within the Contemporary Department.

3. Scope of the Job

To work as Head of Contemporary for Laine Theatre Arts consulting with the Director of Dance to ensure continued quality of courses and the teaching. To produce lesson plans and teaching schemes and to work with the faculty to ensure that guidelines for unit content are met. To be responsible for conducting departmental appraisals and ensuring the department is working to achieve the goals as set out in the LTA course document.

Teachers are expected to support and monitor the progress of students by attending College performances throughout the year

4. Context

Laine Theatre Arts is a distinctive and highly successful performing arts College specialising in Dance and Musical Theatre and producing Graduates who are fit to work professionally in all situations in the performing arts industry. The faculty are professionals some of whom have teaching qualifications and others are highly experienced experts in their field. The focus of the College is vocational rather than academic and much of the work is practical. Teachers may set homework for the students; however, this must be in context with the intensity of the working day and the other pressures on the students. The most important outcome of the course is placing graduates in professional work and the College's reputation has been built on the extraordinary success of its graduates.

5. Relationships

Directly responsible to the Director of Dance and ultimately to the Principal.

6. Knowledge and Experience

Qualifications

- Honours Degree in Dance, Musical Theatre, Theatre, or similar discipline. A teaching qualification is desirable

Experience

- At least 5 years of professional experience.
- Experience of teaching in a Vocational Performing Arts College is desirable
- Management experience is desirable

Knowledge

- Extensive knowledge of performing arts business
- Knowledge of a higher or further education environment is desirable

Capabilities and skills

- Ability to develop courses of teaching learning outcomes and teaching strategies and plans
- Ability to prioritise tasks
- Able to work as part of several teams.
- Ability to communicate with colleagues at all levels

7. Complexity

Laine Theatre Arts is a complex and busy College. The teaching hours are high and the intensity of the vocational training means that students have little time for private study. Sensitive handling of student workload and pressure is necessary to ensure the very best learning and teaching.

8. Additional Information

The staff handbook and college policies are an important resource for all employees. It sets out Laine expectations and important conditions of your employment. It will be sent to you via email.