

# RAMBERT SCHOOL

## JOB DESCRIPTION / PERSON SPECIFICATION

POST:	Pre-Vocational Course Contemporary and Creative Tutor (Maternity Cover)
REPORTING TO:	Head of Participation, Outreach & WP
KEY WORKING RELATIONSHIP	Pre-Vocational Course Ballet Tutor
SALARY:	£35.25 per hour, plus 12.07% holiday uplift
HOURS:	Saturdays in term-time only, 1.30-4.30pm. Other hours for performance, mentoring and special projects will be agreed in advance
CONTRACT TYPE:	Fixed-term – mid-late January 2021 to 17 July 2021
TO APPLY:	Email CV, cover letter & monitoring form to <a href="mailto:hr@rambertschool.org.uk">hr@rambertschool.org.uk</a> by 9am on Monday 23 November

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## SUMMARY OF THE PRE-VOCATIONAL COURSE

Rambert School's Pre-Vocational Course is a year-long Ballet and Contemporary training and performance programme for students aged 14-19 years preparing to apply for vocational dance training.

Modelled on the School's 50:50 approach to dance training, the course is designed for talented young dancers to focus on technical ballet and contemporary training, alongside supplementary classes in pointe work, coaching, conditioning, creative and improvisation. The course aims to provide experience of and insight into dance training at a vocational level and support students through their preparation, application and audition process. Dancers are taught by experienced teachers and dance artists working, teaching and performing in the UK.

The weekly training sessions will support students' individual training needs and help in accessing performance and creative qualities in pressured environments such as auditions and performances. Creative projects and performances support the programme across the year.

Delivery is currently online but will be moving into Rambert School's studio from January 2021, subject to COVID-19 government guidelines.

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## PURPOSE OF THE POST

- To foster excellence in contemporary technique and related dance activities
- To prepare students for application for vocational dance training
- To nurture each student to maximise their potential

- To keep abreast of dance education developments
  - To work towards fulfilling the School's commitment to world-leading training and education and to promote and embody the School's vision and key values
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## **KEY RESPONSIBILITIES**

- Deliver weekly contemporary technique and creative sessions
  - Oversee the technical and creative arc of the contemporary portion of the course to ensure participants have a rounded experience
  - Support and mentor participants through their dance journey, including through applications and auditions for full-time training
  - Create a short work for performance in collaboration with the dancers
  - Support commission projects with external choreographers/companies and rehearsal direct the completed work for performance
  - Act as lead for the performance process (both in school and externally) including supporting with costume creation, technical requirements and on the day of performance leading warmups, technical rehearsals and providing backstage support
  - Understand the strategic outcomes desired from the course through Rambert School's Access and Participation Plan and it's widening participation agenda
  - Advocate for anti-racism and racial justice under the school's developing strategy
  - Create a nurturing environment to ensure each student feels included and supported, and in a safe space to explore and thrive
  - Collaborate with the ballet tutor to provide a cohesive approach to mentoring each student
  - Liaise with the Head of Participation, Outreach & WP Manager regarding the training and progress of participants
  - Carry out all reasonable due diligence as requested by the Head of Participation, Outreach & WP Manager, including necessary evaluation work of the participants' progress and the course
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## **PERSON SPECIFICATION**

### **ESSENTIAL SKILLS & EXPERIENCE**

- Teaching/rehearsal direction experience
- Experience in choreographing work for performance
- Excellent organisation and communication skills
- Ability to time-manage effectively
- Excellent problem-solving and ability to work under pressure
- The ability to work as part of a small team
- Appreciation of the artistic and educational objectives of the School

### **DESIRABLE SKILLS & EXPERIENCE**

- Working knowledge of Microsoft Office programmes
- Good organisation and administrative skills
- Experience working with young people

The above serves as a guide and is not exhaustive; all professional staff are expected to undertake other duties and projects as may be reasonably required by the Principal in accordance with the grade of the post. You will be working as part of a small, friendly, administrative team and may be asked to provide extra support within the office during busy periods, working together in a mutually supportive way towards shared priorities.

### **Rights to work in the United Kingdom**

Applicants for this role must be eligible to work legally in the United Kingdom. The successful applicant will be asked to evidence of their right to work in the UK before being formally offered the role. If you do not have the right to work in the UK we will not be able to consider you for this role. If you are uncertain about your eligibility to work in the UK, you are encouraged to contact the UK Borders agency. <http://www.ukba.homeoffice.gov.uk/visas-immigration/working/>

### **DBS checks**

This role meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974. All applicants who are offered employment will be subject to a criminal record check from the Disclosure & Barring Service (DBS) before the appointment is confirmed. This will include details of cautions, reprimands or final warnings as well as convictions