

## JOB DESCRIPTION

<b>JOB TITLE</b>	Lead Practitioner (Singing & Music)
<b>DEPARTMENT</b>	Drama School
<b>TYPE OF CONTRACT</b>	Permanent, Full-time
<b>RESPONSIBLE TO</b>	Course Leader MA/MFA Musical Theatre
<b>GRADE AND SALARY</b>	Grade 6  £45,480 - £49,699  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
<b>HOURS OF WORK</b>	37 hours per week; Monday to Friday (9.15am – 5.30pm) plus evening and weekend work as and when necessary
<b>KEY WORKING RELATIONSHIPS</b>	Head of Musical Theatre, Course Leaders, other Lead Practitioners, Teaching Associates, Freelancers (Associate Artists and Specialist Practitioners) Vice Principal Actor Training and Drama School, Deputy Director of Actor Training, Head of Technical Training, Head of Screen and Audio, Drama School Operations Manager, Producer, Examinations department.
<b>INTERNAL</b>	
<b>EXTERNAL</b>	Industry
<b>PROBATIONARY PERIOD</b>	Your employment will be subject to a probationary period of 6 months
<b>BENEFITS</b>	
<b>(1) HOLIDAY ENTITLEMENT</b>	Generous annual leave of 28 days plus Bank holidays  (This is inclusive of any days when LAMDA may be closed i.e. towards Christmas closure)
<b>(2) PENSION</b>	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

<b>(3) MATERNITY, PATERNITY AND ADOPTION PAY</b>	Enhanced maternity, paternity and adoption pay will be made for eligible employees
<b>(4) GP 24</b>	You have access to remote, private GP services 24/7, 365 days a year. GP 24 is supported by highly experienced and knowledgeable doctors
<b>(5) EMPLOYEE ASSISTANCE PROGRAMME (EAP)</b>	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
<b>(6) MENTAL HEALTH SUPPORT</b>	LAMDA offers confidential, 24/7, online easy to access mental health support which is a free service
<b>(7) CYCLE TO WORK SCHEME</b>	LAMDA offers a salary sacrifice cycle to work scheme
<b>(8) EYE TESTS</b>	Sight test costs is reimbursed to employees who require VDU use
<b>(9) HYBRID WORKING</b>	Hybrid working may be offered for some non-student facing roles. We expect a norm of 40% of your time in the office and 60% of your time to be worked from home
<b>(10) GROUP LIFE ASSURANCE</b>	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
<b>(11) SEASON TICKET LOAN</b>	LAMDA offers an interest free loan for the purchase of an annual season ticket
<b>(12) REWARDS MARKETPLACE</b>	You are eligible to join our reward scheme in which you can take advantage of discounts and perks in 1000s of brands from a wide variety of categories

## **JOB PURPOSE**

The primary focus of this role is to:

- Inspire, teach and support the next generation of actors and creatives.
- Be the departmental lead for the Singing & Music discipline skills classes across all courses, ensuring that practice keeps pace with current industry practice.
- To collaborate with Course Leaders, Head of Musical Theatre and the Vice Principal of Actor Training to design, review, and refine modules within the Singing & Music curriculum. This includes creating detailed learning outcomes, assessment strategies, and teaching methods that align with industry standards and pedagogical best practices
- Manage a pool of Teaching Associates from the relevant disciplines.
- Act as a focus for the development of progressive practice in the school.

## **DUTIES AND RESPONSIBILITIES**

To provide teaching and training to Acting and Musical Theatre students, with a specialism in at least two of the following:

1. Singing Technique
2. Acting Through Song
3. Ensemble Singing and Musicality
4. Repertoire coaching
5. Musical Theatre for Screen
6. Song Writing and Music Creation

- To have Personal Tutor/Head of Year responsibilities and, where appropriate, triage non-academic aspects of the student experience
- To deliver tutorials to the Acting & Musical Theatre students and draw up written assessments of the students at the end of each unit of work, as well as oversee the drawing up of written assessments by other teachers in the discipline
- To lead in the development of the syllabus for Music & Singing skills; prepare and deliver music & singing classes to the Acting and Musical Theatre students, contribute to module development in liaison with Vice Principal for Actor Training, Head of Musical Theatre, and Course Leaders.
- Lead on recruitment of Associate Teachers and Hourly paid teachers, specialist tutors in the discipline and music and singing support for public productions
- Coordinate the allocation of teachers and musicians to music and singing classes and rehearsal cover in accordance with budget and FTE restrictions
- Bring to bear industry experience in the development of teaching practice at LAMDA
- To monitor annually LAMDA's physical music resources.
- Lead on School-wide Singing & Music events (e.g Winter Concert, Bravo) in consultation with Head of Musical Theatre and other key members of staff
- Teaching and acting as Head of Year and, where appropriate, triage non- academic aspects of the student experience
- Ensure that teaching delivery accurately reflects module requirements in the associated discipline
- To undertake organisational tasks and administrative duties related to your own teaching
- To provide production support for public productions
- To review the outcome of your teaching and contribute feedback to periodic programme review
- To maintain academic standards and work in accordance with LAMDA policies
- To contribute to and staff Recruitment and audition panel, providing feedback on prospective students

- Manage the Associate Teachers (Singing & Music) and freelance singing and music specialists
- Coordinate the singing & music practice and self-led musical work across all Acting & Musical Theatre 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 Associate Teachers
- Liaise with relevant Course Leaders and Teachers and assign Associate Teachers and hourly paid lecturers to timetable
- To carry out teaching/directing duties deemed necessary as a member of the teaching staff
- Collaboration with other Lead Practitioners and Exams in the development of new courses (validated, non-validated, LAMDA Exams and CPD)
- To undertake the Fellowship programme of the Higher Education Academy
- Undertake other relevant duties, as required
- 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.

***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

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>QUALIFICATIONS</b>	<p>Degree and / or significant relevant Industry experience</p> <p>Fellowship of HEA (or willingness to work towards it)</p>	<p>Formal learning (or equivalent) in a relevant subject and a research and/or professional qualification</p> <p>Vocal Health First Aider</p>	Certificates
<b>SKILLS/ ABILITIES</b>	<p>Excellent practice in relevant disciplines (Music and singing in Theatre, Film)</p> <p>Ability to review and appraise the performance of other teachers</p> <p>Ability to review, reflect and evaluate to inform change</p> <p>The ability to stimulate and encourage the commitment to learn in others and to promote depth of learning in the subject area</p> <p>The ability to create and maintain an inclusive and safe learning environment for all students</p> <p>Ability to work effectively and creatively with students and colleagues</p> <p>Ability to work and learn alongside students in co-creation</p> <p>Ability to organise own time effectively, so as to meet deadlines and manage competing priorities</p> <p>Good analytical skills and the ability to respond to problems which arise in learning situations</p> <p>Ability to translate teaching and learning into the virtual learning environment</p> <p>Negotiating and influencing curriculum development</p>	<p>Piano skills.</p> <p>Familiarity with Estill Voice training or comparable industry recognised technical approaches to singing</p>	CV/ Cover Letter/ Interview

	<p>Problem solving</p> <p>Musical creation and/or accompanying skills (any instrument(s))</p>		
<b>KNOWLEDGE</b>	<p>Extensive breadth and depth of knowledge, contemporary professional application and understanding in the relevant discipline(s) (i.e. Singing and Music for actors in Theatre and Film)</p> <p>Extensive professional network and knowledge of practitioners in the relevant discipline(s)</p> <p>Understanding across the course curriculum and the scholarship associated with it</p>	<p>Working knowledge of relevant software applications such as Logic, Sibelius, Cubase, Finale etc</p>	<p>CV/ Cover Letter/ Interview</p>
<b>EXPERIENCE</b>	<p>Extensive and demonstrable experience in a relevant Higher Education Environment and/or conservatoire</p> <p>Experience of delivering teaching and/or training</p> <p>Relevant experience in the creative skills sector as a practitioner</p> <p>Experience of working with young people</p> <p>Commitment to continuing professional development</p>	<p>Facilitation skills</p> <p>Conflict resolution</p> <p>Artist development and participatory arts in a variety of setting and a variety of audiences</p> <p>Work on unconscious bias, consent and inclusion</p> <p>Safeguarding</p> <p>Health and safety in professional or training settings</p> <p>Experience of managing budgets</p> <p>Experience of line management</p>	<p>CV/ Cover Letter/ Interview</p>

<p><b>PERSONAL QUALITIES</b></p>	<p>Creativity, resilience and empathy</p> <p>Focused, highly efficient, and self-motivated with the ability to think creatively and to take the initiative to meet strict deadlines across several simultaneous projects</p> <p>Collaborative team player with ability to communicate clearly and effectively</p> <p>Flexibility – the ability to adapt to different learning styles and requirements. The ability to adapt to different styles of direction</p> <p>Good sense of humour</p>	<p>Ability to follow relevant policies, procedures and regulations to complete work</p> <p>Commitment to safeguarding and promoting the welfare of young people</p>	<p>CV/ Cover Letter/ Interview</p>
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## ABOUT LAMDA

As the oldest drama school in the UK, founded in 1861 as the London Academy of Music and Dramatic Art, LAMDA is a world-leading conservatoire based in the heart of London, offering exceptional vocational training to actors, stage managers, technicians, directors and designers, regardless of their background or socio-economic circumstances. In 1965, LAMDA became the first drama school to introduce technical training and quickly became a prototype for other institutions branching into this area.

LAMDA is also an Ofqual-registered awarding body, offering world renowned qualifications in communication and performance and inspiring the next generation of confident communicators through qualifications in performance and communication.

LAMDA has been registered with the Office for Students as a stand-alone Higher Education Provider since 2019, and was granted full degree awarding powers in 2021. We believe drama has the power to transform lives. Our students graduate as authentic, confident and independent artists or technicians, capable of shaping their own careers.

Conservatoire training is, by its nature, selective, training only the best; course numbers are limited and LAMDA teaches in small groups. There is a core cohort of just under 400 UK and international students a year across six degree courses and other HE courses. The school also welcomes around 360 students onto other courses during the year, including short courses run during Spring and Summer vacations. LAMDA is a leader in performing arts training and strives for excellence in every facet of our organisation.

In July 2018, LAMDA joined the register of Higher Education Providers, a key step towards achieving degree awarding powers. LAMDA now operates independently from the Conservatoire of Dance and Drama, receiving funding directly from the Office for Students. LAMDA was granted full degree awarding powers in 2021.

At the heart of LAMDA's approach is a commitment to the ensemble, stressing the importance of collaboration to achieve excellence. LAMDA nurtures every student's unique talents to give them the tools they need to become independent, creative artists and technicians, along with all the help and guidance they need to transition and make their mark within the creative and performing arts industry. Alongside this, LAMDA is committed to ensuring that its training is accessible to all. LAMDA has several substantial measures in place to widen access to Higher Education and is committed to the creation of pathways to our training for those from the Global Majority, those from low socio-economic backgrounds and care leavers.

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, 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.

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.