

TRINITY LABAN CONSERVATOIRE OF MUSIC & DANCE

Musical Theatre Teaching Staff Dance and Spoken Voice Tutors (Part-Time, Hourly Paid, Permanent)

JOB DETAILS - CONTENTS

Page 2	Advertisement
Page 3	Job Description
Page 7	Person Specification
Page 9	Conditions of Service Summary and Staff Benefits
Page 10	Information on Trinity Laban Conservatoire of Music and Dance

Musical Theatre Teaching Staff (Dance and Spoken Voice)

Contract: Part-time, Hourly-Paid Teacher

Salary (Including LWA): £43.82- £51.43 per hour depending on experience

Trinity Laban Conservatoire of Music and Dance is a forward thinking, contemporary and world-class Higher Education Institution with a vision to redefine the conservatoire for the 21st century. At the leading edge of music and dance training, it provides specialist education of the highest quality, which reflects the increasingly collaborative world of artistic practice. The Faculty of Music accounts for over 600 of the higher education (HE) students within Trinity Laban and delivers programmes of study for students from pre-degree to doctoral levels through an innovative combination of practical and academic studies through which it seeks to impart in its students the skills needed for a dynamic and sustainable career in the music profession.

The Faculty of Music seeks to appoint a suitably qualified candidate to an hourly paid, part-time permanent teaching position with effect from 1 September 2024.

The Faculty of Music is seeking to appoint distinguished, committed, and versatile individuals to contribute to the teaching of Musical Theatre at pre-undergraduate to undergraduate study levels on an hourly paid basis from 1 September 2024 in the following areas:

- **Musical Theatre Voice (Spoken Voice)**
- **Dance (Jazz, Theatre dance, Hip-Hop and Commercial styles)**
- **Dance (Tap)**

Teaching Hours negotiated yearly.

The successful candidate will represent an important addition to Faculty expertise in Musical Theatre, and will join us at a time of demonstrable growth to, and increasing recognition of, the learning opportunities provided by the Department of Musical Theatre.

Successful candidates will be widely recognized and highly respected industry specialists with significant experience and a distinguished record in teaching/delivering masterclasses/other relevant learning opportunities within the conservatoire sector or higher education sector widely. Able to teach to an exceptional level of technical and musical competency, they will also demonstrate outstanding communication and organisational abilities, be able to provide effective support for individual student needs, and have the capability to deal with a busy and varied workload within a highly creative environment. And as an equal opportunities employer we positively encourage applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

The successful candidate will have proven higher education teaching experience, strong or emerging research interests in musical theatre, outstanding communication and organisational abilities, excellent IT skills and the capability to deal with a busy and varied workload, within a highly creative environment.

As an equal opportunity employer we positively encourage applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender identity and expression, religion or belief, marital status, or pregnancy and maternity.

If you think this might be just the job for you, please register an account with our eRecruitment system (or login if you have an account) and complete an online application form using the following link <https://jobs.trinitylaban.ac.uk/>

Closing date: 16th February 2024 23.59 BST, (No agencies)
Interviews: 28th February & 1st March 2024

For any queries about this position that are not covered in the job pack, please email Katerina Filosofopoulou, our Talent Resourcing and Organisational Development Officer on staffrecruitment@trinitylaban.ac.uk.

All of our taught programmes are validated by Trinity Laban Conservatoire of Music and Dance. Research degrees are validated by City, University of London.

Trinity Laban Conservatoire of Music and Dance is a company limited by guarantee registered in England and Wales Company No. 51090. Registered Charity No. 309998.

JOB DESCRIPTION

Post:	HPT Teaching Staff – Musical Theatre
Department:	Faculty of Music
Reporting to:	Head of Musical Theatre

MAIN DUTIES AND RESPONSIBILITIES

Teaching & teaching-related

You will:

- teach elements of the Musical Theatre programme including (as required) individual and/or group learning at pre-undergraduate and/or undergraduate levels, and contribute as appropriate to other learning opportunities within the Faculty of Music as agreed annually and on an ongoing basis with your Head of Department;
- utilise innovative approaches to learning and teaching, taking account of student-centred and research-informed approaches to prepare students for careers in professional Musical Theatre performance and/or other relevant professionally-oriented outcomes;
- maintain an active interest in pedagogic innovations in relation to your discipline, keeping up-to-date with current and emerging teaching methods, international standards and new approaches within specialist professional training both within the UK and overseas;
- maintain close contact with your Head of Department in relation to your teaching duties, updating them on student progress, advising them of any student whose work or attendance gives cause for concern, and seeking guidance in support of individual student needs as appropriate;
- Actively seek opportunities to encourage student recruitment, drawing upon your personal network of national and international contacts and working in collaboration with your Head of Department to help contribute to the development of the profile, reputation and standards of teaching within your discipline at Trinity Laban.

You may additionally, as required:

- be involved in the assessment of students' practical work including acting as one of the Faculty of Music's trained internal practical assessment examiners as appropriate;
- Contribute to the recruitment process through involvement in entrance auditions and/or other recruitment-related activities (e.g. Open Days, partnership working, etc.);
- Contribute to the planning and development of relevant modules within your discipline area.

Administration

You will:

- contribute to the administrative process of the faculty, in particular providing information for timetabling purposes, updating registers on a weekly basis and completing teacher reports as required;
- participate in, and make an active contribution to, relevant Faculty groups and committees in particular termly Departmental meetings, etc;
- contribute to the preparation of publicity material in particular providing biographical information for the Trinity Laban website and alerting the institution to events and other activities whose promotion may aid the recruitment activities of the Conservatoire;
- exercise initiative within assigned tasks and execute tasks within a timely manner;
- organise your own work effectively, prioritising as appropriate and taking a flexible, empathetic and positive approach in all your interactions;
- Provide written and/or verbal references for students as required.

All Trinity Laban post holders must:

- at all times be committed to Trinity Laban's Equality, Diversity and Access Policy;
- adhere to all policies and procedures relating to Health and Safety in the workplace;
- engage actively with the range of IT systems and platforms currently in use within Trinity Laban;
- act with professionalism and integrity at all times in the carrying out any duties for and on behalf of Trinity Laban;
- promote the profile and image of the Department, the Faculty of Music's portfolio of programme offerings and the Conservatoire wherever possible;
- participate in relevant Institutional staff development/instruction programmes as required;
- Ensure that personal leave is taken at times which do not conflict with the efficient discharge of the above duties.

You may additionally, as required:

- be involved in the assessment of course work and examinations including operating as one of the Faculty of Music's trained internal practical assessment panel examiners as appropriate;
- attend programme team or committee meetings as required by the Head of Musical Theatre;
- contribute to the review of modules/components and programmes and quality assurance mechanisms;

- contribute to the planning and development of modules/components within relevant subject area(s);
- contribute to the recruitment process through involvement in entrance auditions and/or other recruitment-related activities (e.g. Open Days, partnership working, etc.).

Research (as appropriate)

You will:

- contribute to the development of the Institution's research culture by undertaking original and independent research in a relevant/related field of music (practice, pedagogy, musicology, etc.);
- pursue and maintain a record of high-quality and original research outputs suitable for inclusion in the Institution's submission to future Research Excellence exercises;
- contribute to the Institutional research environment through national and international participation in research activities related to your specialist field(s);
- demonstrate the importance and value of research outputs to audiences beyond the Conservatoire and to contribute to the Institution's impact agenda;
- report on activity undertaken on an annual basis to the Head of Research.

Administration (as appropriate)

You will:

- contribute to the administrative process of the Faculty, in particular providing information for timetabling purposes, updating registers on a weekly basis and completing termly teacher reports;
- participate in, and make an active contribution to, relevant Faculty groups and committees in particular termly Departmental meetings, etc.;
- contribute to the preparation of publicity material in particular providing biographical information for the Trinity Laban website and alerting the institution to events and other activities whose promotion may aid the recruitment activities of the Conservatoire;
- exercise initiative within assigned tasks and execute tasks within a timely manner;
- organise your own work effectively, prioritising as appropriate and taking a flexible, empathetic and positive approach in all your interactions;
- provide written and/or verbal references for students as required.

THE POST HOLDER MUST:

- At all times be committed to Trinity Laban's Equality and Diversity Policy.
- Adhere to all policies and procedures relating to Health and Safety in the workplace.
- Promote the profile and image of the Department and the Conservatoire wherever possible.

CONSERVATOIRE VALUES:

- All staff are expected to operate in line with Trinity Laban's Terms and Conditions for staff, which set out the principles of how we work together. More information about the Conservatoire's vision, mission and values is available at:
<https://www.trinitylaban.ac.uk/about-us/governance/our-vision>

Trinity Laban has a no smoking policy on its premises.

The above list is not exclusive or exhaustive and the post holder will be required to undertake such duties as may reasonably be expected within the scope and grading of the post. All members of staff are required to be professional, co-operative and flexible in line with the needs of the Conservatoire.

MUSICAL THEATRE TEACHING STAFF (DANCE AND SPOKEN VOICE) PERSON SPECIFICATION

Criteria	Specification	E/D	Measured By
Education/Qualifications	A good quality honours degree &/or equivalent professional experience in dance, acting or voice (as appropriate)	Essential	Application
	HE Teaching Qualification or other equivalent accreditation	Desirable	Application
Knowledge & Skills	Demonstrable interest in pedagogy and the ability to teach, coach, mentor and support skills improve in both individual and group learning contexts at a range of levels (pre-undergraduate and undergraduate)	Essential	Application
	Global perspective and good international contacts	Desirable	Application
	Knowledge of the current – and understanding of the likely future – needs and demands of relevant areas of the musical theatre performance sector	Essential	Interview
	Active research profile in a relevant/related area/discipline (practice, pedagogy, musicology, etc.)	Desirable	Application
	Ability to evidence a research-informed approach to teaching in their specialist subject area	Essential	Interview/Application
	Excellent communication skills (written and oral), including ability to operate as part of a team through consultation, co-operation and evidencing mutual professional respect	Essential	Interview/Application
	Ability to utilise a range of IT systems/resources (including VLE systems such as Moodle) confidently and to good effect in relation to communication and in support of pedagogy	Essential	Interview
	Ability to plan and deliver coherent and appropriate programmes of learning at a range of levels (pre-undergraduate to undergraduate), including relevant formative and summative assessment activities	Essential	Interview
Experience	Versatile and creative musical theatre educator, with demonstrable skills and experience of Musical Theatre teaching and/or examining at a range of levels and/or in a range of environments at within the Higher Education sector (HE levels 4-7)	Essential	Application
	Extensive professional experience, and established and current profile, in relation to professional Musical Theatre	Essential	Application

	Knowledge of standard processes and expectations of the higher education sector, including matters relating to learning and teaching, quality assurance and the facilitation of student-centred learning	Essential	Interview
	Active research profile in a relevant/related area/discipline (practice, pedagogy, theatre, etc.)	Desirable	Application
Personal Qualities	Ability to establish and maintain effective relationships at all levels and in particular to inspire and motivate students	Essential	Interview
	Ability to apply the principles of equality and diversity within every aspect of their professional lives	Essential	Interview
	Self-motivated, systematic and flexible worker, able to use time efficiently, meet priorities and deadlines and act on their own initiative when necessary	Essential	Interview
	Evident record of relevant professional development and commitment to a continuing professional development profile	Essential	Interview

CONDITIONS OF SERVICE – SUMMARY AND STAFF BENEFITS

Contract:	Permanent, part-time subject to a one-year probationary period.
Hours:	Hours negotiated dependent on timetable needs over the year Flexible working including occasional evening and weekend work is required.
Location:	You will be based at the Laurie Grove building, but you may also be required to work at the Laban Building (Deptford) and King Charles Court (Greenwich)
Salary Scale:	Grade 7, Incremental Points 30 – 36, £43.82- £51.43 per hour dependent on experience. Salaries are paid on the last working day of the month into bank or building society accounts.
Pension Schemes:	The successful candidate will be auto-enrolled in to The Teachers' Pension, if they meet the qualifying criteria. Employee contributions are dependent on their monthly salary. The Conservatoire currently pays the Employers contribution at the rate of 23.68% of pensionable salary.
Sick Pay:	Trinity Laban operates the Statutory Sick Pay Scheme, and staff may be eligible for benefits in excess of this under Trinity Laban's own sick pay scheme.
Staff Development:	A range of Staff Development opportunities are available.
Car Parking:	A limited number of parking spaces are available at both sites, subject to availability.
Cafeterias:	Cafeterias on both sites serve a range of hot and cold meals plus drinks and snacks.
Events:	There is a wide range of music and dance performances each week, many of which are free to members of staff.
Classes:	Reduced rates access to Adult Classes.
Eye Care:	Vouchers for eye tests are available for VDU users.
Health:	Reduced rates for Health services and access to the Cash 4 Health plan. Details are available from the Health Department.
Cycle to Work:	A cycle to work scheme is operated.
Give as you earn:	A give as you earn scheme is operated.

INFORMATION ON TRINITY LABAN CONSERVATOIRE OF MUSIC AND DANCE

Trinity Laban Conservatoire of Music and Dance is the UK's only conservatoire of music and contemporary dance. The unequalled expertise and experience of its staff, and its world class facilities housed in landmark buildings, put Trinity Laban at the forefront of vocational training in music, musical theatre, and dance.

Our history goes back to 1872 with the founding of Trinity College of Music in London. Trinity College of Music merged with Laban (founded in 1946) in 2005 to create Trinity Laban, now home to a creative and cosmopolitan community of students, teachers and researchers from around the globe.

We have a reputation for innovation and forward-thinking, and are focused on training students for life-long careers in our art forms. Each year we welcome over 1,000 students from over 60 countries to follow undergraduate, postgraduate and research programmes. Thousands more people enjoy music, dance and health activities as part of our lively performance and outreach programmes.

Our unrivalled roster of teaching staff includes respected academics, performers, composers and choreographers. Many of them are active researchers who push at the boundaries of their art forms, and extend our understanding of artistic and educational practice. We also welcome leading visiting artists, ensembles and companies from around the world, so our students benefit from working directly with today's top performers.

We work together in a number of outstanding locations, including the 17th-century Old Royal Naval College at Greenwich (a World Heritage Site), the Stirling Prize-winning Laban Building in Deptford, and the magnificent Grade II listed Blackheath Halls. Our world-class facilities include state-of-the-art practice rooms and dance studios, flexible performance spaces and internationally famous libraries. Students also have access to the cultural wealth of London, and regularly perform at its leading venues.

To find out more, visit trinitylaban.ac.uk