



CHELTENHAM COLLEGE

SENIOR SCHOOL [13-18]

LAMDA TEACHER/ CO-ORDINATOR

The Appointment

The LAMDA Teacher/Co-ordinator is directly responsible to the Director of Drama. They will be responsible for arranging and delivering LAMDA lessons throughout the academic year for students ranging from 13 - 18. They will also be responsible for organising the examination of these students, timetabling lessons, liaising with parents and line managing other teachers, as well as facilitating opportunities for LAMDA pupils to showcase their skills through LAMDA showcases. They will also need to contribute to the wider co-curricular programme by running a weekly Drama club and 3rd form challenge classes and offering practical support for productions.

The College

Cheltenham College consists of two inter-dependent fee-paying schools within a single executive structure. College [13-18], founded in 1841, is the oldest of the Victorian public schools and is predominantly a boarding school of some 700 pupils, including a Sixth Form of approximately 280 pupils. The Prep [3-13] is largely a day school of some 400 pupils. Both schools are fully co-educational. The schools are situated in their own spacious grounds near the centre of Cheltenham, a flourishing Cotswold town. They have strong academic records and a considerable reputation for sport, drama and music.

The Drama Department

The Department has four Drama teachers (who teach GCSE and A Level Drama), a technician and a Director of Theatre Performance. It is a very popular subject with two sets in each GCSE year and two A level groups. Results are consistently some of the best in the school. The Department is located off the Quad in three specialist rooms: a black box studio theatre, a dance studio and a classroom. There is a wide range of co-curricular activities offered, an extensive programme of theatre trips and six full scale productions staged each year. LAMDA is central to our co-curricular provision and is celebrated as a wonderful opportunity to further develop our students' skills. LAMDA has been taught at College since 2016 and approximately 35-45 students a year have LAMDA lessons. All of our Drama award holders are offered free LAMDA lessons.

Responsibilities

- Teach the full range of LAMDA qualifications to students
- Manage waiting list and ensure consent forms are completed by parents and filed correctly and manage notice periods
- Arrange lessons with pupils at mutually convenient times
- Publish timetables of lessons to be shared with all staff
- Assist students to prepare for LAMDA examinations
- Book and run LAMDA examination days in College

- Work closely with the Prep LAMDA teachers when joint examinations are booked
- Keep attendance records and liaise with Director of Drama and parents about failure to attend
- Ensure pupils are correctly billed for lessons, providing clear instructions to accounts
- Line manage other LAMDA teacher
- Organise 2/3 evening LAMDA showcases a year
- Contribute to the wider co-curricular provision at College, by running Drama Club, 3rd Form Challenge, attending trips and offering practical support for productions
- Depending on lesson numbers, offering practical support during practical GCSE and A Level lessons as pupils work towards scripted and devising exam.

Person Specification

- Professional LAMDA teacher with considerable skill and experience of teaching LAMDA in the age range of 13-19
- Experience of teaching all the disciplines
- A proven track record of helping pupils achieve excellent grades for LAMDA exams
- Extensive knowledge and understanding of the LAMDA exam and the examining process
- Team player, with the ability to create a happy and constructive atmosphere in which students can thrive and being very flexible
- It would be desirable if there was an ability to teach GCSE or A Level Drama
- Someone who is committed to supporting our pupils to thrive as performers both inside and outside of the classroom.

Cheltenham and the Cotswolds

Cheltenham is an extremely attractive Regency town of about 120 000 people. It is situated at the foot of the Cotswold escarpment and a wide range of outdoor activities are thus on the doorstep. The College is situated about 10 minutes' walk south of the town centre. The town has a vibrant cultural life, and hosts a number of nationally-renowned festivals. The Times Literature Festival in October is the best known and affords the College the opportunity to take students to attend talks from leading authors (including economists, historians and politicians) and other events in a range of subjects. Science, Music, Jazz, Cricket, and Food and Drink festivals, in addition to thriving markets and dozens of outstanding restaurants, contribute further to making Cheltenham an enjoyable place to live and work.

Terms and Conditions:

- Salary: £22,800 based on an average of 37.5 hours per week and 33 weeks per year (term-time only)
- Fixed-term maternity-cover role for 1 year. Sept 22 – August 2023.
- Lunch is available when working in College
- Complimentary membership to College sports facilities (gyms and swimming pool) at staff allocated times

May 2022