



JOB DESCRIPTION	
Job Title	Movement Tutor (Intimacy) (Hourly-paid, 1 Year Fixed Term)
Department	Guildhall School of Music & Drama (Drama Department)
Grade	Hourly Paid Professor – Level 4
Location	Guildhall School of Music & Drama
Responsible to	Head of Movement
Responsible for	N/A
Expected Deliverable Hours	

Background

Guildhall School is a vibrant, international community of young musicians, actors and production artists in the heart of the City of London. Rated Gold in the Teaching Excellence Framework and ranked as the UK's top conservatoire in Guardian University Guide 2021, the School is a global leader of creative and professional practice which promotes innovation, experimentation and research, with over 1,000 students in higher education, drawn from nearly 60 countries around the world. The School is also the UK's leading provider of specialist arts training at the under 18 level with nearly 2,500 students in Guildhall Young Artists programmes.

Innovative in structure and approach, our BA Acting programme is constantly evolving to meet the demands of the 21st century, while maintaining a deep commitment to craft training. We believe in the power of the ensemble, with individual actors working in a co-ordinated and complimentary way. We aim to develop actors who are tenacious and versatile, able to move with confidence between stage, screen, digital and audio platforms and classical, contemporary and experimental repertoire.

Purpose of Post

The role holder will be responsible for delivering Intimacy training for stage and screen, which develops and promotes exceptional methodology, practice and application on the BA Acting Programme.

The role holder will be responsible for delivering prescribed aspects of actor training on courses within the remit of the Drama Department where acting technique forms a primary part of the teaching and learning, including short courses.

The role holder will play an integral role in the learning experience offered to students within the department, ensuring that the teaching provides a student experience that is inclusive, representative and accessible and allows students to meet the learning aims and objectives of the relevant modules. They will ensure that students receive the highest possible levels of tuition, guidance and support and that teaching is relevant and inspiring and responds to the needs of the acting profession, whilst observing the highest standards of health and safety.

Main Duties & Responsibilities

1. To be responsible for the innovative delivery of formal scheduled teaching and tutorials in relation to assigned students.
2. To monitor the progress and achievement of students throughout their period of study and undertake assessment and feedback in accordance with regulations for the programme of study.
3. Report any attendance and engagement issues through the prescribed procedures, raising any causes of concern to the Head of Movement for further action where appropriate.
4. To embrace and support the Schools ethos and culture of learning, especially with regard to inclusivity, ensemble training and innovative practice.
5. To utilise specialist knowledge in the area of movement training and contribute to programme and curriculum development where appropriate.
6. To support the quality assurance and enhancement of teaching delivery and contribute to the maintenance of quality and standards across the Acting Department.
7. To undertake staff cover when required and in agreement with the Head of Movement.
8. Actively seek to implement the City of London's Occupational Health and Safety Policy in relation to the duties of the post, and at all times give due regard to the health and safety of both themselves and others when carrying out their duties.
9. Actively seek to implement the City of London's Equal Opportunity Policy and the objective to promote equality of opportunity in relation to the duties of the post.
10. To undertake any other duties that may reasonably be requested appropriate to the grade.



PERSON SPECIFICATION	
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Please find below the key skills, experience and core behaviours required to undertake this post. Evaluation of the will take place at application (A), interview (I) or by means of a test (T)

Technical Skills / Professional Qualifications / Relevant Education & Training

Essential

- Qualification in a relevant subject (A)
- A sound knowledge and understanding of the work of a range of key intimacy practitioners and methodologies, in addition to Intimacy pedagogy (A, I)
- Confident with IT and methods of online teaching delivery, such as MS Teams, Zoom and Moodle (A, I)
- Ability to work flexible hours, including evenings (A)
- Ability to work collaboratively as part of a team (I)
- Exceptional communication skills (A, I)
- Effective time management and organisational skills (I)
- Proven ability to motivate and inspire students to attain the highest levels of achievement (A, I)
- Self-motivated, with a calm and professional approach (A, I)
- Efficient, organised & able to meet deadlines (A, I)
- Able to develop & sustain relationships with Guildhall School colleagues, clients & students (A, I)

Desirable

- Higher degree or teaching qualification in a relevant subject
- Professional qualification in relevant subject

Experience Required

Essential

- Experience of teaching subject area, preferably in a conservatoire or accredited drama

school (A)

- Current industry experience of working with professional actors in professional settings on both stage and screen as lead responsible for Intimacy (A, I)
- Experience of creating an inclusive culture and pedagogy
- A thorough understanding and appreciation of theatre and the wider acting profession (A, I)

Desirable

- Evidence of continuing professional development
- Experience of training actors at a professional level
- Knowledge of a range of theorists and practitioners to enhance teaching and performance

Recruitment – Note to Applicants

These key skills and core behaviours will be used in the decision-making process for recruitment. Please give examples of how you have exhibited these behaviours in your previous role(s). It is essential you address each of these on the application form on the section for supporting information.

Be as specific as possible, we cannot guess or make assumptions, but will assess your application solely on the information provided. Try to provide evidence, by examples, where possible, of skills, knowledge and experience contained in this person specification.