



## **Drama Teacher Job Description And Person Specification**

- We're looking for a new drama teacher to join our small, friendly team.
- Work with small group numbers and students who are motivated to learn.

### **What We Do**

We are one of the largest and most centrally located music and drama schools in Swindon. We primarily focus on piano, singing and drama.

We have been serving our students for over eleven years! Our studios are based in the beautiful Swindon Town Hall, on the top floor of Swindon Dance. This helps make Hikari Arts an exciting place to have lessons and to work. Many of our students love our lessons so much they keep coming back for many years! We aim for every student who enters our studio, to have a long and creative journey with us.

### **What We Are Looking For**

We are looking for people who are passionate about their craft, sharing their skills and supporting the students to learn and grow. We have taken away all the work of invoicing, marketing, administration etc – we get you the students and then you get to do the fun bit of teaching.

# Job Description

Here is an overview of the Drama Teacher position:

- Teach drama to small groups of young people age 6-17 years old
- Prepare students for performances such as end of term showings
- Provide ongoing feedback to students, parents and Hikari Arts team as needed
- Administrative tasks such as planning, reports, managing emails etc
- Maintain regular communication with the Hikari Arts owner and other team members
- Attend team meetings once a month
- Work with an awareness of health and safety and child protection procedures

## Person Specification

Essential	Desirable
A passion for sharing your skills and going on a creative journey with the students.	An interest in music, drama, or performing arts education.
Enthusiasm for the Hikari Arts core values, including our Christian ethos.	Ability to teach within a few different categories of drama, e.g. monologues, devised theatre, scriptwriting, physical theatre, mime etc. There is flexibility here depending on the teacher's own creative interests.
A qualification in drama, acting or performance based subject. This is usually a grade 8 standard drama exam, diploma or degree. We will consider equivalent experience or other qualifications of a similar level.	Ability to be able to adapt quickly to changes happening within the studio.

An ability to follow studio systems and apply feedback and approaches given by Hikari Arts staff and teacher training.	
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## Job Details

Part-time-Employed

£19 Per Hour. This is an employed role so there is holiday pay on top of the basic rate.

The number of hours a week and days of teaching are somewhat flexible. The teaching will start with 2 hours on Thursdays during term time. We anticipate this will rise to 4 hours on a Thursday and over time other days and hours may also become available.

There is a team meeting once a month that the Hikari Arts teachers, admin staff and owner attend. This is currently held on the first Thursday of each month, during term time..

Teachers are paid at their usual hourly rate for any meetings or training.

Please note that due to the nature of this role, the work is based in our space at the Town Hall in Swindon. Remote teaching is not available at this time.

## See What Our Previous Drama Teachers Say

“Having the opportunity to work for Nina at Hikari Arts was a great experience. **For me, gaining that experience working with students whilst being in a supportive friendly environment was really important.. It was very rewarding and a pleasure..** I would say that it is definitely the place for anyone with the love of music or the performing arts.”

*Kirsty – drama teacher from 2016-2017*

I really enjoyed my time working as a drama teacher here and would highly recommend it to anyone looking at the teaching industry! I developed skills in organisation, creativity, time keeping and so much more! **If I could do this job for the rest of my life then I would, it's such a lovely job and all the staff around are friendly and supportive”.**

*Sarah – drama teacher in 2016*

## Additional Information

This is the kind of person we are looking for:

- \* You love sharing your skills and making a difference in young people's lives
- \* You approach your work with an openness and curiosity to learn more
- \* You aim to become the best version of yourself

This job description is not intended to provide an all-inclusive listing of related job activities. Other related activities may be required in addition to those listed in this job description.

## Hikari Arts Core Values

**1: Honour God:** Eleven years ago Hikari Arts was founded on Christian values and these continue to be the foundation of our school today. Hikari Arts teachers and team members are encouraged to work within guidance which honours the Christian ethos of our school.

**2: Follow The Studio System:** The school is built on systems, either creating new ones or updating existing ones. When processes are systemised, this saves time in the long term and allows everyone to concentrate on the 'important' stuff.

**3: Effective Communication:** Pursue effective communication in order to build trust with other team members and the people who we serve.

**4: No Question Is A Stupid Question:** If you are not sure, please ask! Even if it seems simple or obvious. The likelihood is that others would also like to know the answer to that question.

# Would You Like To Join Our Team?

## How To Apply

All successful applicants will be subject to an enhanced DBS check and two satisfactory references.

- Please send a CV and a brief covering letter to our owner Nina, outlining why you feel you would be a great fit for the role! **Email to: [nina@hikariarts.com](mailto:nina@hikariarts.com)**
- Those who are selected to move on to the next stage will be sent further details.

**Closing Date:** Friday 10th February 2023

- **Starting Date:** Thursday 23rd January 2023
- More information on our drama programme can be found on our website:  
<https://hikariarts.com/drama-lessons/>
- For clips of our students performing, go to:  
<https://www.youtube.com/watch?v=p8TmJfht7fs&list=PLxL6ZOt1LmsbDOWHtWDqGR0TtNvdZqvs2>