



Director in Residence - Job Description

Job title: Director in Residence

Line of Responsibility: Head of Drama

Hours: Full time – 36 hours a week – term time only
Fixed Term contract: 31 August 2022 to 14 July 2023

Salary: £17,784 - £21,832 dependent on experience

Job Purpose:

This role is intended to support high standards in drama and increase participation and opportunity in drama. It will also support smooth, safe running of the school and in other areas.

Key Responsibilities and Tasks

- To direct, with support from the Director of Drama, a production each term to include a sixth form production, a Key Stage 3 production and a whole school production.
- To maintain and deploy the drama department's technical equipment (lights, sound/PA) and props.
- To oversee and contribute to set design and construction for productions.
- To train students in the set up and use of technical equipment to support productions.
- To co-ordinate, support and make-happen the house drama competition.
- To oversee the filming, production and editing of the Year 11 and Year 13 drama exam performances.
- To facilitate student led productions or run a weekly KS3 Drama club.
- To possibly teach some Key Stage 3 Drama lessons
- To support/lead another curriculum/extra-curriculum area dependent on the applicants' skills and interests
- Taking responsibility for personal professional development including completing required training courses (to include being trained in the use of the scissor lift)
- Undertake other reasonable duties related to the job purpose required from time to time which may include providing cover for absent teachers and doing duties during break and lunch.

Duties & Responsibilities

Main duties and responsibilities are indicated above. Other duties of an appropriate level and nature may also be required, as directed by the Headteacher.

Conditions of Employment

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

The post holder is required to:

- Support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body.
- Uphold the school's policy in respect of child protection matters.
- Be subject to all relevant statutory and institutional requirements.
- Perform any other reasonable tasks after consultation.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.

This job description is not necessarily a comprehensive definition of the post. It may be subject to modification at any time after consultation with the post holder.

All staff participate in the school's performance management scheme.

Acknowledged and agreed by:

(signature)

Date: