

# PERFORMING ARTS TEACHER

## Description:

Coventry Sports Foundation is currently looking to recruit Performing Arts Teachers to become part of an already extremely successful Community Development Team.

Ideally, the successful candidate will hold a minimum leisure related qualification, and possess the skills to organise a wide variety of activities that encourage increased participation from within The Foundations target communities.

It is essential that the successful candidate will have a qualification. Dance experience, teaching mainly dance to children is desired but not essential. Knowledge of gymnastics, drama and Zumba would also be an advantage.

The Performing Arts Teacher will be confident, outgoing, self-motivated and possess strong administration skills, liaise and work closely with other teachers and local people at various forums in the Community. The ability to travel between sites is a necessity with this role.

The successful applicant will be required to work week days mainly, however a flexible attitude to shift work is essential as weekends and evenings may be required from time to time.

## Benefits include:

- Free use of our facilities over three sites (Xcel Leisure Centre, Alan Higgs Centre & Centre AT7)
- Excellent training and development prospects

## Department:

Community Development

## Hours:

Various

## Hourly Rate:

£8.37

NOTE: This post is subject to DBS clearance.

Applicants must be registered on the DBS

Update Register or be willing to apply for DBS

clearance through Coventry Sports Foundation.

For an application pack and to apply online please visit [www.covsf.com/jobs](http://www.covsf.com/jobs) and complete the short application form.

Closing date for applications: Ongoing Vacancy

Coventry Sports Foundation is an equal opportunities employer.  
A DBS Check will be required for the successful candidate.



## Employment Specification

**Job Title:** Performing Arts Teacher

**Job Purpose:** To assist with the organisation, development and delivery of all aspects of the Performing Arts Programmes.

**Responsible To:** Performing Arts Development Officer

**Responsible For:** Further Education and Work Placement students associated with the project.

### **Main Tasks:**

- To regularly deliver the prescribed number of dance sessions to those schools who are associated with the Performing Arts programme and out of school clubs.
- To deliver dance sessions as organised within the objectives of the Performing Arts department.
- To always deliver dance sessions in a manner consistent with sound coaching principles and the social objectives of the project, and adhering to the schemes of work.
- To be actively involved in Performing Arts issues outside of delivery, including events, meetings and activity promotion as directed by the Senior Performing Arts Officer.
- To assist in the planning, review and development of all new and existing schemes of work and Performing Arts work programmes.
- To maintain all administrative records relating to coaching sessions and programme development, as directed by the Senior Performing Arts Officer.
- To attend all project review and forward planning meetings.
- To set up and break down equipment as necessary for sessions, adhering to the correct procedures for the safe handling and storing of equipment.
- To ensure that adequate standards of Health & Safety considerations are maintained at all times, in accordance with the Health & Safety policy.

- To undertake regular stock checks of project equipment, reporting all loss and damages.
- To respond to accidents with the appropriate measures of first aid, ensuring that all records relating to accidents are completed immediately afterwards.
- To contribute to the professional development and guidance of Further Education and Work Placement students.
- To seek personal professional development by pursuing relevant experiences and appropriate qualifications.
- The employee will be required to work and carry out the tasks as defined in the Employment Specification at a range of sites that are either operated or managed by the Foundation.
- To be involved in any aspects or opportunities for sharing of good practice, expertise and responsibilities between the facilities of the company.
- To generally help promote the work and public image of the company, by always maintaining high standards of personal appearance and adopting a friendly but professional approach to the public.
- To undertake other duties, as specified by Line or Senior Management which are appropriate to the level and general responsibilities of the post.

This job description is neither exhaustive nor exclusive and may be reviewed in the future depending upon operational requirements and staffing levels.

## Person Specification



### Performing Arts Teacher

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications &amp; Experience</b>	<p>Vocational training through stage school or exams/degree</p> <p>First Aid qualification</p> <p>Experience of planning and delivering dance as a volunteer or in paid employment within a dance school.</p> <p>Experience of working with children aged 4years to 16 years</p>	<p>Relevant Safeguarding, Equity and Coaching Disabled Performers training.</p> <p>Experience of working with disadvantaged groups</p> <p>Experience of working with special needs children</p> <p>Experience of monitoring/evaluation of sessions</p>
<b>Knowledge &amp; Skills</b>	<p>Strong Skills in dance techniques</p> <p>Ability to plan &amp; deliver high quality, varied &amp; effective sessions</p> <p>Awareness of and commitment to safe practise in dance teaching</p> <p>Organisational, planning and administration skills</p> <p>Excellent Communication skills</p> <p>Excellent leadership skills</p> <p>Ability to adapt sessions appropriately dependent on the needs of the group</p>	<p>Ability to teach more than one dance technique</p> <p>Organisation of dance shows</p> <p>Basic IT knowledge, numeracy and literacy</p>

<b>Personal Qualities</b>	Ability to work independently as well as part of a team  Adaptable, approachable and flexible  Good understanding of safeguarding, health and safety and sports equity principles, policies and procedures.  Ability to travel between sites in one working day  Must be able to work unsociable hours – including evenings and weekends	Ability to be positively persuasive and motivate individuals and teams  Supportive qualities that will encourage young people in the support of their personal goals
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