



ROYAL
BALLET
SCHOOL

ARTISTIC MANAGER, FOUNDATION PROGRAMME

OVERALL PURPOSE OF THE POST

- Assist and support the collaborative artistic management team in the delivery of the artistic output, including reviewing and developing all artistic initiatives
- Take responsibility for the day to day artistic operations and an accurate and timely daily schedule and weekly timetable with the Artistic Manager, Development Programme
- Manage the Artistic Teachers, Pianists working within the Foundation Programme
- Oversee the dance education and progress of students under your charge
- Artistic teaching duties
- Teach the school's System of Training to students.

SUMMARY OF THE ROLE

With management duties and a contribution to the teaching timetable, you will play a pivotal role helping to support the Head of Artistic Programmes and Production and shape and deliver the artistic programme and future success of the school. Drawing on your extensive experience as a classical ballet teacher and knowledge of the latest teaching methods, you will also contribute to building upon our success by developing our systems of training and yearly training programme for the next generation of dancers. You will work with a flexible approach to balancing studio/management time, prioritising management when necessary, along with the ability to articulate and promote the school's artistic vision and build upon and develop its world-renowned status. This role will be split between teaching duties in the studio and managing the Foundation programme.

CONTRACT TERMS

Salary	£62,000 per annum
Hours	40 hours per week, term time, INSET and four weeks Intensive Courses
Location	White Lodge, Richmond Park with occasional travel to Upper School, Covent Garden
Line Managed by	Head of Artistic Programmes and Production
Key contacts	Artistic Teachers, Pianists, Academic Principal, Artistic Managers, Healthcare Team

SAFEGUARDING DUTIES AND RESPONSIBILITIES

The School is committed to safeguarding and promoting the welfare of children and young people and recognises that safeguarding and promoting the welfare of children is everyone's responsibility. The School expects all staff and volunteers to share this commitment to children's safeguarding and to share this child-centered approach. This approach means that staff must consider, at all times, what is in the best interests of the child. Additionally, the following is expected of all staff:

- To uphold the School's policies relating to safeguarding and child protection, behavior, health and safety and all other relevant policies
- To promote and safeguard the welfare of children and young persons for whom you are responsible, and come into contact with
- To report any safeguarding concerns using the relevant channels, such as informing the Designated Safeguarding Lead, in a timely and appropriate manner
- To ensure full compliance with all statutory regulations, in particular the most recent Keeping Children Safe in Education, and communicating concerns to the Designated Safeguarding Lead, other relevant staff of The Royal Ballet School or local children's services as appropriate.

MAIN DUTIES

This list should be seen as illustrative rather than prescriptive

- Structure and teach classical ballet classes following the school's System of Training
- Support student's individual physical and mental welfare and development
- Keep the Head of Artistic Programmes and Production informed of any important matters relating to either students or artistic staff
- Participate in the selection and recruitment of students and staff
- Manage students' collaborations with The Royal Ballet company
- Supervise, chaperone and/or attend rehearsals and performances on and off site
- Produce student reports
- Carry out annual performance reviews for those you line manage
- Liaise with the school's Multidisciplinary Healthcare team on student injury and rehabilitation
- Deputise for the Head of Artistic Programmes and Production in their absence
- Parent communication as required by the Head of Artistic Programmes and Production
- Maintain own Continuing Professional Development (CPD) in line with current standards as well as new training techniques
- Assist the Head of Artistic Programmes and Production with:
 - the daily artistic running of White Lodge
 - coordinating and steering regular staff meetings
 - supervising the timetable in liaison with relevant staff
 - overseeing ROH Royal Ballet Productions such as the annual Nutcracker
 - supervising all additional tasks delegated to relevant staff
 - coordinating guest teachers, as required
 - the selection of repertoire and performance content
 - the casting for performances
 - liaising with the Royal Ballet Companies and other leading UK and international companies on the use of students for performances

- contributing to the development of teacher training courses and Continuing Professional Development (CPD) for artistic teachers
- Respecting Equality, Diversity and Inclusion
- Any other duties as may reasonably be required and that fall within the scope and range of the job.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

- Extensive professional experience as a teacher to students aged 11 to 19 years
- Proactive and flexible approach to work, willing to be involved in all areas of the school's dance initiatives
- Well-developed and up-to-date knowledge on classical ballet training
- Willing to review and progress dance education
- Excellent communication and listening skills, able to build effective relationships with students, parents, staff and the wider dance community
- Able to establish a strong rapport with students, assert authority when needed and maintain appropriate boundaries
- Flexible approach to balancing studio/management time
- Able to articulate and promote the School's vision
- Motivated, stress resilient, working with utmost integrity at all times
- As an ambassador for the school respectfully promote all aspects of the School and its teams externally at all times
- Highly organised and able to problem-solve
- Willingness to work in a team
- Willingness to develop as a professional
- Committed to theirs and their team's personal and professional development
- Empathy and commitment to the aims and ethos of the School.

DESIRABLE CRITERIA

- Extensive professional experience as a classical ballet performer
- A dance teaching qualification endorsed by a recognised body or satisfactory teaching experience at a top international ballet school
- Knowledge of the Royal Ballet/Birmingham Royal Ballet repertoire
- Basic knowledge of MS Office products, or willing to undergo training
- Ability to produce concise written reports for parent and student communication.

We're passionate about creating an inclusive workplace that promotes and values diversity. At The Royal Ballet School we are committed to creating an environment where every one of our employees feels part of our team and can flourish, regardless of their background.