

Chesham Town Council

POST TITLE:	Youth Theatre Leader
PAY:	An Average of 5 hours per week. £9.76 p/h
DEPARTMENT:	The Elgiva
PURPOSE OF JOB:	To develop and deliver high quality, structured performing arts/theatre training sessions for the Elgiva Youth Theatre
ORGANISATIONAL	The post holder will be responsible to the Community Engagement Officer
RELATIONSHIPS:	Will have regular contact with all staff, members of the public and other users of the theatre.
PLACE OF WORK:	The Elgiva (maybe required to work at other locations as required)

Duties and Responsibilities

Leading Youth Theatre Sessions

- To lead all youth theatre sessions throughout the year unless previously arranged with the Community Engagement Officer
- To ensure quality experiences for every youth theatre participant
- To create a positive, safe, supportive and encouraging environment for young people to develop, take risks and flourish.
- To prepare youth theatre members for any performances throughout the year

Planning and Preparation

- To work with the Community Engagement officer to devise a 12-week plan for the youth theatre in advance of the term.
- To liaise with the Community Engagement Officer regarding implementation of policy and planning
- To attend planning meetings and other additional meetings as requested by the Community Engagement Officer
- To assist the Community Engagement officer with youth theatre plans / projects and summer youth programmes

Other

- To share responsibilities for the upkeep of equipment and premises
- To ensure that Safeguarding and other relevant policies are understood and followed at all times
- To actively engage with the training and mentoring opportunities arranged with the Community Engagement Officer

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Skills and Experience

- Communication skills - The ability to communicate to and motivate young people in a fun, clear and informative way
- Enthusiastic and motivated about creative learning
- Self-motivated, ability to prioritise own workload and learn new skills
- Resourcefulness and problem-solving skills
- Proven ability to work effectively as part of a team
- Experience of sharing theatre skills and/or supporting learning in formal or informal settings
- Passion for the arts and for creating opportunities for everybody to engage
- A desire to help young people achieve their full potential
- Artistic vision, imagination and creativity
- Administrative skills; session planning, meeting deadlines and communication
- Willingness to learn
- Safeguarding experience/awareness

The Elgiva Youth Theatre Leader will be required to undergo an enhanced *DBS* check prior to commencing employment (paid for by the Elgiva).

Application Deadline: 29th November 9AM 2021

Interview Date: Wednesday 8th December 2021