

## Creative Class Assistant Job Description

South Side Theatre Academy

**Contract Type: Rolling Freelance – weekly theatre classes on Mondays with 4-15-year-olds**

South Side Theatre Academy are on the search for a new Creative Class Assistant to join our ever-growing team at an exciting point in South Side's development as our Esher classes continue to grow. The successful candidate will work with our Artistic Director, delivering Weekly Academy drama classes every Thursday afternoon during term, alongside assisting on holiday projects, attending trips and assistant directing on productions.

**Salary:** £15 an hour

**Application Closing Date:** Monday 24<sup>th</sup> April, 12pm

**Working Arrangements:** Mondays during term time, 4-8pm

**Reporting to:** Artistic Director

**Start Date:** Monday 5<sup>th</sup> June 2023

**Location:** Esher Theatre, Community Walk, Surrey, KT10 9RA

### About South Side



South Side Theatre Academy has been running at Hook Church in Surbiton since 2018, with an aim to create imaginative and inclusive theatre workshops, experiences and shows for all young people, giving them the opportunity to experience all elements of theatre at affordable prices.

We run weekly theatre workshops for 4-18-year-olds, holiday projects, school and youth club projects and productions, with our sole aim to open out top quality theatre education to everyone. All our workshops and rehearsals take place at Hook Evangelical Church. At South Side we believe that every young person learns differently and therefore ensure every workshop or project is specially designed to allow every single individual young person to benefit and enjoy it.

Since launching in 2018, South Side has worked with over 700 young people through weekly classes, holiday projects and schools and youth club workshops. We have performed productions such as Bugsy Malone, Aladdin and various devised pieces, and worked with West End stars such as Charlie Stemp, Alexzandra Sarmiento and Jocasta Almgill. It's a place where young people can come and forget about the outside world and just be creative and imaginative for an hour or two!

## Our Next Steps

Over the last few months, South Side has gone on leaps and bounds. We have recently launched a new Thursday Academy and as we look ahead to the future numerous discussions are currently in place looking at new productions, dance classes and even our own studio. This will of course all take time, but as we grow over the next few years, we plan for all of these to become a reality, alongside so much more!

## Our Past Work

Past work has included a wide variety of shows including Matilda, Annie and The Wizard of Oz, to name just a few! Alongside this, we run at least 5 sets of holiday projects a year, including play in a week, themed days such as 'The School for Witches and Wizards' and so much more!

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## Job Purpose

The successful candidate will aid the running of our rehearsals and weekly workshops on a Monday from June with our Esher Weekly Theatre Academy, with children ranging from the ages of 4-15 years old, across 3 age groups. There will also be further opportunities to cover our other weekly classes, LAMDA teaching and holiday projects.

We are looking for the successful candidate to join our team for our first classes after May half, on Monday 5<sup>th</sup> June 2023 at Esher Theatre.

## Key Responsibilities

- To aid the running of weekly rehearsals and workshops with a group of 4–15-year-olds, running games and aiding exercises, assistant directing shows and keeping the South Side Theatre ethos.
- To work collaboratively with a creative team to produce a range of productions.
- To bring confidence and creativity to Weekly Classes.
- To assistant direct on our regular productions, including holiday projects during the Easter and Summer Holidays if interested.
- To work closely with the Artistic Director to create the artistic vision for South Side Theatre Academy.
- To follow the ethos of South Side Theatre Academy's Weekly Theatre Academy Programme.

## Essential

- Experience and knowledge of the theatre industry.
- Passion for drama and the arts.
- Confident, team player.
- Knowledge of child protection procedures and plans.
- Knowledge of, and commitment to, inclusive arts practice.
- Experience of working in a fast-paced environment and therefore easily adaptable to circumstances.
- Experience of working within a theatre creative team.
- Ability to create a safe and welcoming space for new members.
- Ability to respond positively to unexpected challenges.
- Five or more GCSEs or equivalent, of A\*-C Grade.
- Have a valid DBS or be willing to get one.

## Desirable

- Experience of working with children.
- Experience of assistant directing on productions with young people.
- Open to further opportunities for South Side Theatre, including LAMDA teaching and holiday projects.
- Musical Directing or Choreography experience/skills.

- Have valuable links within the theatre industry.
- An arts-based qualification.
- First Aid Certificate.
- Flexibility on timings and rehearsal dates (not essential).

**We want you to feel comfortable in the way you apply.**

To apply you can either send us:

1. A cover letter outlining why you would like to work for us and how you meet the job specification (no more than 2 A4 pages).
2. A PowerPoint Presentation outlining why you would like to work for us and how you meet the job specification.
3. A Video discussing why you would like to work for us and how you meet the job specification (no more than 5 minutes).

**Please also send a copy of your CV and a completed Equal Opportunities Form to [jobs@southsidetheatre.com](mailto:jobs@southsidetheatre.com) with the subject: [Your Name], Class Assistant.**

**Applications close on Monday 24<sup>th</sup> April 2023, 12pm, with interviews taking place over the following weeks. Applications will be considered on a rolling basis. South Side reserves the right to close the job post earlier if sufficient applications are received.**

**South Side is an equal opportunities employer.**

We very much look forward to receiving your application and welcoming you to South Side Theatre Academy!

**[www.southsidetheatre.com](http://www.southsidetheatre.com)**



*West End Summer Academy with Natasha Mould, July 2020*