



SOUTH SIDE THEATRE ACADEMY
Experience the Stage

LAMDA TUTOR

RECRUITMENT PACK



WWW.SOUTHSIDETHEATRE.COM



Shrek the Musical JR, Esher Theatre 2023

About South Side

South Side Theatre Academy are an award-winning, cutting-edge theatre academy aiming to break down barriers, empower young people and increase diversity in youth theatre through affordable access to exceptional theatrical training. We offer weekly classes, holiday projects, LAMDA classes, productions and Schools and Youth Club workshops, in Surbiton for 4-18-year-olds.

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 flourish, whilst having bags of fun!

We run weekly theatre workshops for 4-18-year-olds, holiday projects, school and youth club projects and productions throughout Surbiton and Esher.

At South Side students receive a unique experience, as not only will they receive outstanding coaching, but also be able to put that into practice with every class performing

a full-scale production each year, with rehearsals within classes!

South Side Theatre Academy was launched in May 2018 by our Artistic Director, Toby Ward-Smith. Following numerous years of experience of teaching in his local youth theatres and attending them himself as a teenager, Toby felt there was a real lack of accessible, inclusive youth theatres around, and therefore launched South Side with aim of offering exceptional theatrical training but making it fully accessible to every young person.

Since launching, South Side has worked with over 1,000 young people. We have performed productions such as Matilda, Chitty Chitty Bang Bang, Sister Act and Les Miserables, and brought plays to the stage such as James & the Giant Peach, Brainstorm, Girls Like That and It Snows! We now produce 5 holiday projects a year across 5 of the 6 school holidays, including one 'Pay What You Can' project a year!

Job Description

Title	LAMDA Tutor
Reporting to	Artistic Director
Terms of Contract	Rolling Freelance Contract
Salary	£26 an hour
Location	various locations in Surbiton
Start Date	January 2026
Working Arrangements	current hours - Thursdays 8am-7:30pm (<i>hours can also be split over multiple days if wanted</i>) <i>Additional days with new students also possible</i>

Overview

South Side Theatre Academy are on the search for a new LAMDA tutors to join our ever-growing team at an exciting point in South Side's development. The successful candidate will work with our Artistic Director, delivering weekly LAMDA exam tuition throughout the week.

We are seeking to appoint a passionate LAMDA Tutor who is able to inspire pupils of all abilities, with experience of acting and musical theatre coaching. The post will involve teaching LAMDA syllabus lessons to pupils of a wide age range, both in schools, online, in private homes and at our main venue in Surbiton.

Key Responsibilities

- Teach LAMDA private tuition lessons for acting, public speaking and musical theatre students.
- Potentially teach group exam classes too.
- Teach the theory requirements according to the exam specifications.
- Be responsible for some student communication and wider communications with the Artistic Director.
- Promote the school positively and encourage the growth of South Side.
- Manage efficiently, and take responsibility for, resources.
- Plan lessons in line with the South Side ethos.
- Source and resource interesting and appropriate learning materials such as musical texts, excerpts, and prose.
- Plan and teach interesting and engaging lessons.
- Thoroughly prepare students for festivals and examinations.
- Actively monitor pupils' progress.
- Assist in the promotion of the South Side's reputation and in marketing activities as required.
- Any other jobs related to the role.

Person Specification

Essential

- Experience and knowledge of the theatre industry.
- Experience of the teaching singing and vocal technique.
- Passion for drama and the arts.
- Excellent communication skills to enable effective dialogue with colleagues, staff and pupils
- 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.
- Ability to create a safe and welcoming space for new members.
- Good understanding of history of theatre and the work of significant practitioners.
- Ability to respond positively to unexpected challenges.
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- Have a valid enhanced DBS or be willing to obtain one.

Desirable

- Experience of working with children.
- Have experience of teaching LAMDA and of LAMDA syllabi.
- Play the piano to Grade 8. Backing track teaching is possible.
- Open to further opportunities for South Side Theatre, including class teaching and holiday projects.
- Have valuable links within the theatre industry.
- An arts-based qualification.
- Live locally to Surbiton or is happy to travel.
- First Aid Certificate.

Applications

We want everyone who believes they meet the person specification to feel comfortable and confident applying for this role. It is our responsibility to make the application process accessible – please contact Toby Ward-Smith on info@southsidetheatre.com if you require this pack in a different format, or would like to apply in a way that works better for you.

Applying

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 info@southsidetheatre.com with the subject: [Your Name], LAMDA Tutor.

Applications close on 12pm, Wednesday 26th November 2025, with interviews taking place over the following weeks. Applications will be considered on a rolling basis, so we encourage you to apply early. South Side reserves the right to close the job post earlier if sufficient applications are received.

Questions

Please contact Toby on info@southsidetheatre.com if you would like more information about the role.

Shortlisting and Interviews

We will contact all candidates no later than Wednesday 27th March 2024 to let you know whether or not we would like to invite you to an interview. If you do not hear from us by this date, please get in touch.

Our interviews are friendly and open conversations! If you have any access needs, please tell us in advance and we will meet them. We invite you to bring in notes with you and dress however you feel most comfortable.

Interviews will take place via Zoom focussing on the role and the responsibilities of it. If you would like to know the interview questions in advance then we can send these to you, as well as who is on the interview panel.

Application Deadline 12pm, Wednesday 26th November 2025

Interview Dates wks commencing Monday 1st & Monday 8th December 2025

Start Date wk commencing 5th January 2026

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