STA

SOUTH SIDE THEATRE ACADEMY

Experience the Stage

PERFOMING ARTS TEACHER

RECRUITMENT PACK



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Les Miserables, Cecil Hepworth Playhouse March 2025

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.

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 1,500 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	Performing Arts Teacher
Reporting to	Artistic Director
Terms of Contract	Rolling Freelance Contract
Salary	£25 an hour (Leading), £20 an hour (Assisting)
Location	Surbiton
Start Date	January 2027
Working Arrangements	Current available hours – Saturdays 9-12pm

Overview

South Side Theatre Academy are on the search for new Performing Arts Teachers 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 Academy performing arts classes for 4–18-year-olds every during term time, alongside assisting on holiday projects, attending trips and musical directing on productions.

Key Responsibilities

- To aid the running of weekly rehearsals and workshops with students from the age of 4-18 years, running games and aiding exercises, teaching vocals, musical 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 teach vocals on our regular productions, including holiday projects 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.
- Be responsible for some student communication and wider communications with the Artistic Director.
- Promote the school positively and encourage the growth of South Side.
- Source and resource interesting and appropriate learning materials such as musical texts, excerpts, and prose.
- Opportunities to get involved with production roles including directing, choreography, stage management etc if interested.
- Any other jobs related to the role.

Person Specification

Essential

- Knowledge, understanding and passion for young people's theatre, arts education and young people's mental health.
- A proven ability to communicate positively and effectively with young people from a range of backgrounds and with differing needs and their families.
- A desire for a career in Arts Education and Young People's Theatre.
- 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.
- Excellent communication skills to enable effective dialogue with colleagues, staff and pupils.
- A valid Disclosure and Barring (DBS) certificate or willingness to undergo an enhanced DBS check.

Desirable

- A degree in theatre or arts education, or the equivalent experience
- Experience of musical directing on productions with young people.
- Have attended safeguarding training in the last 3 years
- Open to further opportunities for South Side Theatre, including LAMDA teaching and holiday projects.
- Experience of working with young people with additional social or learning needs.
- Have valuable links within the theatre industry.
- Have attended Mental Health First Aid Training in the past 3 years.
- A commitment to equality of opportunity, inclusion and diversity.
- 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], Performing Arts Teacher.

Applications close at 12pm on Wednesday 25th November, with interviews taking place over the following two 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 Friday 27th November 2026 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 25th November 2026
Interview Dates	weeks commencing Monday 30th November 2026
Start Date	January 2027

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