

DANCEEAST

**CENTRE FOR ADVANCED TRAINING
BALLET TUTOR**

CANDIDATE BRIEFING
June 2019



CENTRE FOR ADVANCED TRAINING

**JERWOOD
DANCEHOUSE
IPSWICH**

FIND OUT MORE
01473 295230
DANCEEAST.CO.UK

DanceEast is custodian and curator of the Jerwood DanceHouse, the home of dance in the East of England. Its vision is to make the East of England a place where everyone has the opportunity to engage with great dance. Its mission is to raise aspirations and transform lives through a programme of work that champions excellence, engages the public and inspires artists.

DanceEast presents a diverse programme of performances that includes national and international dance artists and companies, emerging artists and young people. A range of support is provided for artists at all stages of their career, including an Associate Artists scheme and a Choreographic Development Fund. DanceEast work in partnership with other national venues to develop the breadth and appeal of dance for young people and families; and is also a partner in the National Dance Network and the European DanceHouse Network, both of which work to increase opportunities for artists and audiences.

DanceEast runs approximately 50 classes each week in various dance styles for fun, fitness and professional development. DanceEast is also home to one of nine Centres for Advanced Training in Dance supported by the Department for Education to enable young people with exceptional potential in dance to work towards a professional career.

DanceEast maintains its commitment to rural communities across East Anglia, running programmes and projects in schools, health and community settings in and beyond Ipswich. Community performance groups promote training, creative and performing opportunities for young people across the county.

DanceEast works in education and community outreach involving people of all ages and abilities and takes dance to urban and rural communities. In 2017/18 there were almost 49,000 attendances in participatory activities throughout Suffolk and the East of England.

DanceEast supports innovation and the development of new dance work by artists, whether it is training, creation or performance. A new cohort of Associate Artists joined the organisation in April 2018 and included: Tim Casson, Julie Cunningham and Joseph Toonga; and Kaia Goodenough as a Junior Associate Artist.

DanceEast is a registered charity and company limited by guarantee and is grateful for the support of Arts Council England, Suffolk County Council and Ipswich Borough Council, a range of trusts and foundations and the many individuals who all contribute to the vibrancy of DanceEast's extensive programme of excellent dance experiences.

DanceEast has an annual turnover of approximately £1,600,000. The Jerwood DanceHouse comprises 4 dance studios; a studio theatre; offices and meeting rooms; and a café. DanceEast has a staff team of 45 full-time and part-time staff, including a number of core tutors.

Further information about DanceEast can be found at: www.danceeast.co.uk

DanceEast Centre for Advanced Training is one of nine national centres that identify children and young people, aged between 10 and 18 years, with exceptional potential in dance. Through cutting-edge dance programmes of educational and artistic excellence, the nationwide scheme aims to develop, create and inspire the next generation of dance artists, choreographers and dance leaders. The National Centres for Advanced Training in Dance (CATs) provide highly specialised training, whereby young dancers are cultivated at a critical stage in their development, in order to prepare them for entry into the world's leading vocational and higher education institutions and on to successful and rewarding careers in dance.

CATs are pioneers in pre-professional training and research, promoting best practice and providing exceptional and innovative tuition for young people regardless of their personal circumstances. CATs maintain close links with influential dance companies and artists, creating opportunities for dancers to work and build relationships with future employers, and to gain an inspiring yet realistic insight into the profession.

Supported through the Department for Education's Music and Dance Scheme, CATs operate from host organisations recognised for their excellence and commitment to the arts and vocational training. The scheme currently enables around 2,000 exceptionally talented children and young people to have access to the best specialist music and dance training available alongside their academic education. Successful applicants to the DanceEast CAT are able to access world-class dance training in their locality while continuing to live at home and benefitting from a broad and balanced education.

The nine National Dance CATs are:

- Dance4 CAT (Nottingham)
- Dance City CAT (Newcastle)
- DanceEast CAT (Ipswich)
- DanceXchange Centre for Advanced Dance Training for South Asian and Contemporary Dance (Birmingham)
- Northern Ballet Academy / Northern School of Contemporary Dance CAT (Leeds)
- Swindon Dance – Youth Dance Academy (Swindon & Exeter)
- The Lowry CAT (Salford, Manchester)
- The Place CAT – London Contemporary Dance School (London): including London Youth Circus
- Trinity Laban Conservatoire of Music and Dance CAT (Greenwich, London)

The National CAT Partnership allows students to work together on national projects and initiatives, meeting peers from across the country. It also provides a support system for staff and management teams and is a forum for shared policy initiatives, government advocacy and best practice.

Further information about the National Centres for Advanced Training in Dance can be found at www.nationaldancecats.co.uk

DanceEast is the home for dance in the East of England.

It provides extraordinary dance performances, life-affirming participatory opportunities for all and a world-class environment for artists at all stages of their careers.

Introduction

DanceEast is one of the UK's leading dance organisations. It is based at the Jerwood DanceHouse in Ipswich, the home of dance in the East of England. DanceEast's programme embraces the artistic, educational, social and recreational roles that dance plays in the local and national arts ecology. It places artists at the heart of the organisation, presenting high-quality high-profile dance work in the Jerwood DanceHouse and offering artists support, development and stimulation via programmes such as the Associate Artist Scheme, Rural Retreats, Professional Development workshops, advanced level classes and the Choreographic Development Fund. DanceEast has been running a range of innovative community projects for over thirty years, working closely with partners on local, national and international projects.

The DanceEast Centre for Advanced Training (CAT) is one of nine National Centres for Advanced Training in Dance for 10-18 year olds who display exceptional potential and passion for dance. The CAT delivers non-residential training programmes and provides exceptional and innovative tuition to young people, regardless of their personal circumstances. Maintaining close links with influential dance companies and artists, the CAT creates opportunities for children and young people to work with and build relations with future employers, and to gain an inspiring yet realistic insight into the profession.

The programme is devised to prepare young dancers for full-time professional dance training or university which includes tuition in five core areas:

- Technique (Contemporary and Ballet)
- Creativity and Choreography
- Performance
- Health Education
- Enrichment activities (Theatre Trips and Guest Workshops)

The DanceEast Centre for Advanced Training works with around 89 students and has seen a high level of success in its graduates progressing on to full time vocational or conservatoire training and university.

The ballet provision is fundamental to underpinning the student's training. Students are grouped for ballet based on their training needs.

Purpose of the Post

The Ballet Tutor will be responsible for planning and teaching ballet technique and will contribute to development of the ballet curriculum for the DanceEast CAT. You will contribute, as required, to the tutorial and student support programme, contributing to each student's individual Training Plan (ITP) by providing written feedback/reports and other complementary curriculum activities. In addition, you will assist with the planning and delivery of CAT open days, auditions and projects.

The Ballet Tutor will have an innovative and creative approach committed to developing new practice for the teaching of young people. You will join the CAT team comprising of tutors/teachers, health practitioners and musicians. This post offers an exciting opportunity to work practically with talented young people and contribute to the training of future dance artists within a leading dance organisation.

Principle Responsibilities

Delivery of practical sessions

- Planning and teaching ballet classes to CAT students from a range of backgrounds, ages and abilities
- Working closely with the CAT Manager and other members of the CAT teaching team in the planning, delivery and development of the CAT ballet curriculum
- Undertake assessment of student progress and achievement in ballet technique and related areas
- Assisting with the planning and delivery of CAT open days and auditions
- Assisting in preparing students for auditions for vocational schools and universities

Student Pastoral Care

- Contributing to the tutorial and student support programme as a Tutor, including contributing to each student's individual Training Plan (ITP) by providing written feedback and reports
- Leading one to one tutorials and taking responsibility for the pastoral care of students

Relationship Development

- Act as Chaperone for performances at DanceEast and off-site visits and activities as required
- To attend half-termly staff meetings and training days as required
- To carry out any other duties which might reasonably be requested by the CAT Manager

Person Specification

Essential

- An outgoing and positive personality
- A passion and commitment to the training and development of young dancers
- Ability to undertake assessments to understand students' progress and achievement in ballet technique and related areas
- Able to deliver high-level ballet training to a range of abilities and ages, including students with no ballet experience and those with exceptional talent
- An ability to inspire and engage young people through dance
- Good communication, organisation and planning skills
- Strong interpersonal and communication skills with a range of people, including students, parents, artists and others
- Awareness of the pastoral needs of young people aged 10-18 years, including of potential special needs, the impact of other pressures on their time and energies, and ways of encouraging and maintaining engagement and motivation
- Commitment to diversity and best practice in promoting equality of opportunity
- A strong awareness of safeguarding procedures and policies when working with young dancers.
- A strong understanding of the health and safety implications of training young dancers

Qualifications and Experience

Essential

- Professional ballet training at conservatoire, degree level or equivalent
- Track record in delivering high-quality dance activity in conservatoire, CAT, youth, dance company or private sector settings
- Excellent dance skills in ballet technique
- Excellent knowledge and interest in contemporary dance, other dance forms and the wider professional sector
- Knowledge and an understanding of dance training (vocational/conservatoire/HE dance training) and career pathways in the UK, and the principles of talent identification and development with young people showing strong dance potential
- Experience of teaching ballet to gifted and talented young dancers and a strong understanding of their training and developmental needs
- Demonstrates creative/innovative practice in the teaching of dance

Desirable

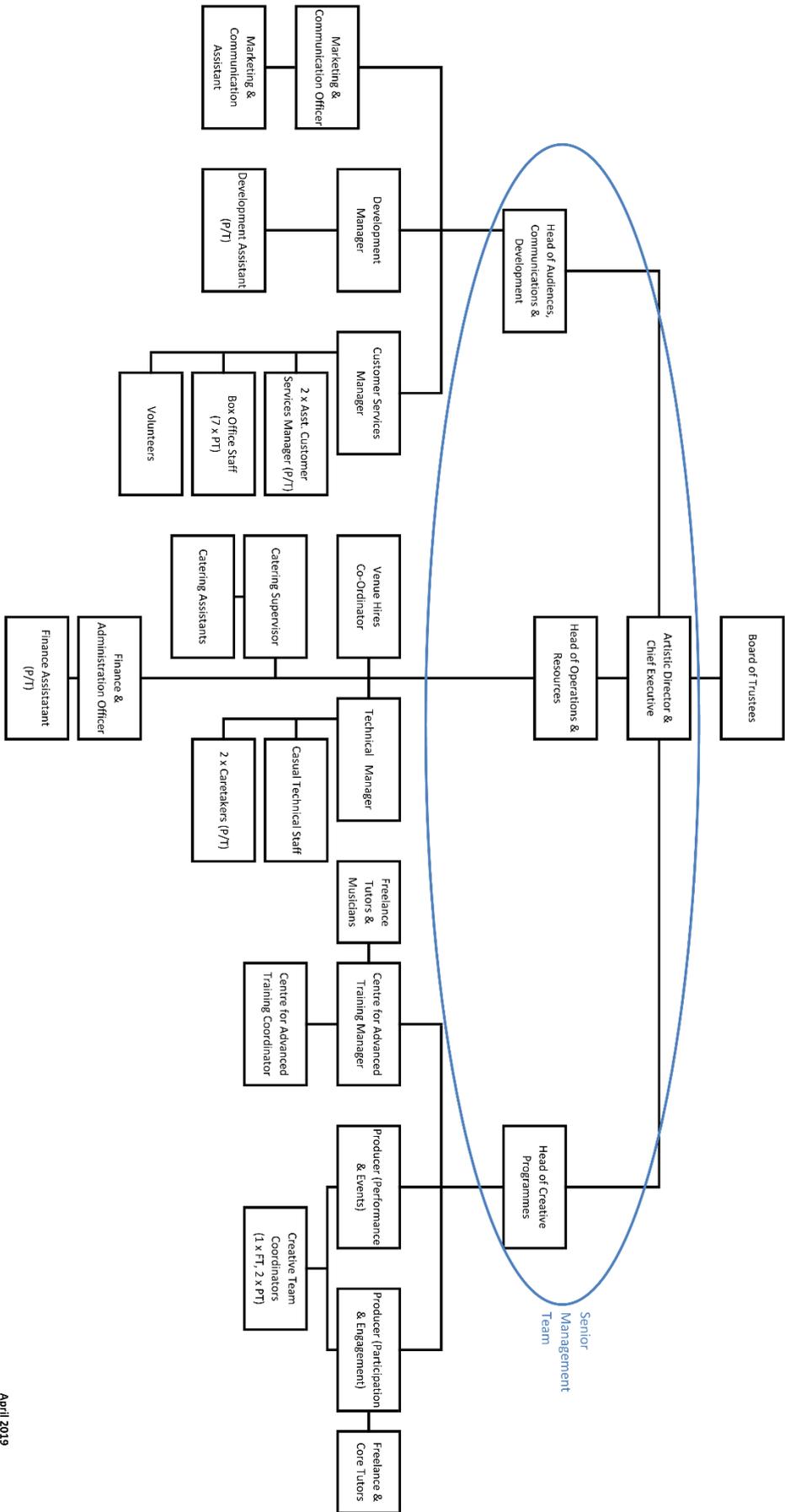
- Professional performance experience
- Experience in choreographing dance pieces with children and young people
- First Aid qualification
- Current clean driving licence

Terms & Conditions

Responsible to:	Centre for Advanced Training Manager
Hours of Work:	Minimum 3 hours per week during term time
Working Hours:	Two ballet classes (1.5 hours per class) on a Sunday morning or afternoon (alternating each week) between the hours of 10.15am and 5pm during term time. The DanceEast CAT currently runs for 30 weeks over 3 terms (10 weeks per term), Autumn (Sep – Nov), Spring (Jan-Mar) and Summer (Apr-Jun).
Probation period:	Three months.
Right to Work:	The successful applicant will be required to provide documentation under the Immigration, Asylum and Nationality Act 2006.
References:	Offers of employment are subject to the receipt of references that are satisfactory to DanceEast.
Notice Period:	One week during probation period, rising to one month after successful completion of probation period.
Pension Scheme:	Should you meet the required criteria, as laid down by legislation, you will automatically be enrolled into a qualifying workplace pension scheme in which both yourself and DanceEast, as your employer, will make monthly contributions to. You do have the option to opt out of the scheme if you wish to.
Fee:	£41.21 per hour (inclusive of holiday pay per hour) up to a maximum in any one day of £206.00
Contract:	You will be employed under a Worker Contract from 8 September 2019 to 1 August 2020. Where relevant, Income Tax and National Insurance will be deducted via the Pay As Your Earn (PAYE) system.
Travel:	Mileage to and from classes will be paid at the rate of 45 pence per mile after the first ten miles of any single journey, unless rail travel is the cheaper option. The cost of standard advance purchases rail travel will be paid on production of a valid receipt. A maximum of £40.00 per return journey will be paid.
Additional Info:	The postholder will be required to provide proof of a recent Enhanced DBS Check and proof of their Public Liability Insurance on commencement of their employment, and at regular intervals during their employment. The postholder may also be required to obtain a Chaperone's Licence.

**This job description is a guide to the nature of the work required of this position.
It is neither wholly comprehensive nor restrictive.**

Organisational Structure



April 2019

Making an application

Applications should be made on the enclosed Application Form.

Please follow the instructions on the Application Form carefully. This pack contains the key information needed to make an application, and potential candidates are advised to visit the website for further information: www.danceeast.co.uk

Further information about the DanceEast Centre for Advance Training can be found at www.danceeast.co.uk\CAT and further information about the National Centres for Advance Training in Dance can be found at www.nationaldancecats.co.uk

To apply, please complete an Application Form, Equal Opportunities Monitoring Form and covering letter explaining why your skills and experience meet the criteria for this role. This should ideally be completed electronically and emailed to HR@danceeast.co.uk; or sent by post to Bill Armitage, Head of Operations & Resources, Jerwood DanceHouse, Foundry Lane, Ipswich, IP4 1DW, marked "Private and Confidential". Please note that CV's will only be considered when attached to a fully completed Application Form.

DanceEast is an Equal Opportunities Employer and has a Diversity & Equality Plan aimed at improving the diversity of its workforce. To ensure the effectiveness of the policy and to assist in its development, DanceEast monitors all applications for employment. You are therefore asked to complete the Equal Opportunities Monitoring Form, which will be treated as confidential and used for statistical purposes only. The form will be separated from your application and remain anonymous, before your application is reviewed by the selection panel.

Completed applications must arrive at DanceEast by 12 noon on Friday 21 June. Successful applicants will be invited to interview and be observed teaching a ballet technique class to the DanceEast Centre for Advanced Training students at the Jerwood DanceHouse, Ipswich on Sunday 30 June, and candidates should be available on this date. The contract will start the week commencing Monday 16 September.

For an informal chat about this role, please contact Tom Bowes at tom.bowes@danceeast.co.uk or 01473 295246.

Cover photo by Rachel Cherry



Department
for Education

The DanceEast Centre for Advanced Training is financially supported through the Department for Education's Music and Dance Scheme.



Supported using public funding by
**ARTS COUNCIL
ENGLAND**



**European
Dancehouse
Network**