

JOB APPLICATION PACK: Head of Widening Participation and Engagement



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LONDON STUDIO CENTRE: BRIEF HISTORY

The internationally recognised Higher Education Conservatoire, prides itself on training excellent dancers, singers and actors, allowing students to specialise in classical ballet, contemporary dance, jazz dance and musical theatre. But also producing graduates who have formed their own companies and established themselves as choreographers, teachers, producers and directors. London Studio Centre offers a comprehensive suite of programmes/courses including a BA (Hons) Theatre Dance programme for students who are dedicated to the pursuit of excellence in all aspects of the theatre, an MA in Dance Producing and Management, for students looking to move into the production side of dance theatre making. Commencing autumn 2021 LSC will also offer an MA Dance Performance in all four specialist areas of classical ballet, contemporary dance, jazz dance and musical theatre. Plus a Foundation degree in Professional Dance Performance, BA Top Up Professional Performance, an MA in Dance Education and PGCert Teaching Professional Theatre Dance which will further enhance LSC's already robust offering of Higher Education provision.

London Studio Centre is rooted in Western theatre dance forms, and enjoys a tradition of dance education dating back to the end of the 19th century, when Leon Espinosa (1825-1904) settled in London. In 1872, he established a school for ballet and related theatre arts, after having trained at the Paris Opera and then danced and taught at the Bolshoi Theatre in Moscow. His son Edouard Espinosa (1871-1950) continued the family tradition as one of the founders of the Royal Academy of Dance and then the British Ballet Organisation.

London Studio Centre's founder, Bridget Espinosa, was heir to this distinguished tradition, to which she contributed her own expertise as a dancer and director. Under her leadership LSC pioneered a multi-disciplined dance education fitted to the needs of the modern world of dance and musical theatre, which included the possibility of university validation of its provision. Her son, Nicholas Espinosa, continued these developments and, in 1995 Middlesex University validated London Studio Centre's BA Honours Theatre Dance programme. The Director, Nicholas Espinosa is the Chairman of bbodance and a Trustee for Yorke Dance Project.

LSC began life in and around Tavistock Square in central London. In 1987 it moved into property on York Way, next to Kings Cross Station, where it remained until 2012. In 2012 the college relocated to artsdepot in North Finchley where it has created a unique collaborative partnership with the performing arts venue. The partnership provides the conservatoire with rehearsal and performance spaces that facilitate LSC's high quality training, and the building's bright, contemporary feel has quickly provided the ideal atmosphere for London Studio Centre's new home.

LSC's facilities comprise ten dance studios, two fully equipped theatres, drama and singing rooms, a library with IT suite and a lecture room. The triple-height atrium café and social areas also offer ample space for relaxation.

London Studio Centre is committed to providing an education in dance and related subjects for the professional theatre, in an environment where the individual creative talents of each student are nurtured. All programmes we offer maintain the Centre's mission to be a world-class conservatoire for professional dance and musical theatre, enabling artists to reach their creative potential in performance, creation and production and, thereby, shaping the future of the profession. LSC values and offers a holistic approach, one that keeps pace with recent developments in dance pedagogy. Student representation and student surveys contribute significantly to annual course monitoring and make an important and valuable contribution to quality management.

London Studio Centre is accredited by The Council for Dance, Drama and Musical Theatre (CDMT) and is listed as one of CDMT's Accredited Schools. The CDMT ensures the provision of high-quality professional dance, drama and musical theatre training through accreditation of full-time dance and performing arts schools and has provided the industry benchmark of quality assurance for professional dance and musical theatre training in the UK since 1979.

London Studio Centre's most recent Higher Education Review for Alternative Providers by the Quality Assurance Agency for Higher Education (QAA) took place in 2017 where it received the following judgements about standards and quality:

- The maintenance of the academic standards of awards offered on behalf of degree-awarding bodies and/or other awarding organisations **meets** UK expectations
- The quality of student learning opportunities is **Commended**
- The quality of the information about learning opportunities **meets** UK expectations
- The enhancement of student learning opportunities **meets** UK expectations.

Annual monitoring since the review has confirmed LSC continues to make commendable progress.

In 2019 LSC received a Gold rating from the Teaching Excellence and Students Outcomes Framework (TEF) award from the Office for Students, cementing its 2018's Gold Award. LSC is part of a selective group of 76 prestigious universities or colleges in the UK offering excellence in higher education including; University of Cambridge, University of Oxford, The Royal Academy of Music, The Royal Central School of Speech and Drama and The Conservatoire for Dance and Drama. To be awarded a gold rating LSC has delivered "consistently outstanding teaching, learning and outcomes for its students" and be of "the highest quality found in the UK". For our 2019 rating the Office for Students noted "that students from all backgrounds achieve consistently outstanding outcomes" and that LSC graduates have "exceptionally high" employment rates and student satisfaction rates.

The majority of the teaching staff are actively engaged in professional theatre, enabling students to be aware of new techniques and trends. Students are given an unparalleled range of opportunities to gain performance experience, both in-house and in professional venues.

LSC's alumni are working worldwide with dance companies, in musicals and mainstream theatre from the West End to Broadway, in television, film and commercial dance. Graduate students have embarked on successful careers, joining companies such as Rambert Dance Company, English National Ballet, Matthew Bourne's New Adventures, Michael Clark Company, Richard Alston Dance Company, Sarasota Ballet, Scottish Ballet, Scottish Dance Theatre, ZooNation, Vienna Festival Ballet, the Royal Shakespeare Company and Royal National Theatre; while others have appeared in leading roles in musicals in the West End and elsewhere including *American Idiot*, *Billy Elliott*, *Cats*, *Charlie and the Chocolate Factory*, *Chicago*, *Hairspray*, *Jersey Boys*, *Les Misérables*, *Mamma Mia!*, *Miss Saigon*, *Matilda the Musical*, *Memphis the Musical*, *Stomp*, *The Book of Mormon*, *The Lion King*, *The Phantom of the Opera*, *Thriller Live*, *We Will Rock You* and *Wicked* to name but a few. Many graduates are also working as independent, creative artists in dance and theatre.

Job Description: **Head of Widening Participation and Engagement**
0.6 FTE (3 Days)
£30 – 35k per annum depending on experience and agreed working terms (18 - 21k pro rata)
Fixed Term until end of August 2024 with view to extending.

Hours of Work: **3 days / 21 hours per week. Usual office opening times are 8.45am-4:45pm. Monday-Friday, flexible working invited, to include weekly crossover with LSCs crossovers with LSC’s Company Manager. Occasional evening working may be required, including performance attendance, events and workshops, and other events.**

Location: **Hybrid, with minimum 1 day a week in-person working for planning days and events, flexible working can be discussed, some office work will be required.**

LSC is committed to providing access and encouraging individuals from all backgrounds regardless of their financial or socio-economic circumstances. LSC actively creates opportunities to increase access from under-represented or disadvantaged groups in line with its equal opportunities policy.

General Functions:

To lead on the colleges Widening Participation Strategy and cultivate effective partnership working with schools, youth and community groups throughout Barnet and beyond and in locations linked to our touring productions.

Responsible to: Director

Responsible For: Freelance Dance Artists and Workshop Facilitators

Works closely with: Third Year Company Manager, Marketing and Communications Officer and Alumni Association Administrator

Principal Duties and Responsibilities:

- Nurture existing relationships and establish new links with education institutions, youth organisations, cultural organisations and key stakeholders – on regional and national levels – to ensure maximum impact, legacy and sustainability.
- Engage outstanding artists and teachers to facilitate the programme, providing clear briefs, guidance and training to ensure successful outcomes.
- Oversee that all outreach activities are carefully monitored and evaluated, providing reports where necessary.
- Work with the Marketing and Communications Officer to ensure appropriate media coverage and communication of outreach activities.
- Report for and attend Meetings as appropriate.
- Take responsibility for Safeguarding and enhanced DBS checks for freelance artists and facilitators.
- Liaise with departments internally to ensure buy in and smooth running of procedures.
- Support recruitment at public facing events including, but not limited to Open Days and Move It.

Recruitment Specific Responsibilities

- Design and deliver a progressive, sustained programme of activity and engagement throughout the academic year.
- Actively increase access from underrepresented or disadvantaged groups.
- Promote LSC and its provision at a range of educational establishments, youth groups and youth companies to include:
 - Talks about life at Dance/Drama School
 - Q +A Sessions about course structure at LSC
 - Delivering or supporting practical workshops in dance/musical theatre/drama

Touring Company Specific Responsibilities

- Work closely with the Company Manager to develop schools’ partnerships to support free tickets for schools offer at opening performances of each public facing performance (e.g., touring companies and Dance Overture).
- Work with marketing to create and implement outreach strategy to ensure full take up of free schools’ tickets at each opening venue/night.
- Travel across the UK to support sessions in various schools, colleges, venues, and community centres based on the repertoire of the third-year companies.
- Undertake workshop planning and familiarise themselves with the third year Company's repertoire to deliver the highest quality of experience for participants. Workshop plans are to be devised in consultation with the Company Manager and Artistic Directors and the Dance Artists as required.
- Manage and deliver a variety of different types of dance activity that can include one-off workshops and courses lasting a few days or weeks.
- Attend the opening venue of each tour to support schools participating in the funded ticket offer.

Scope to develop this role may include, but not limited to:

- Residencies at local schools that are in areas of Multiple Deprivation, students in receipt of free school meals and Pupil Premium.
- Teacher CPD for schools and colleges, in house teacher open days.

Staff Development

- To be pro-active in continuing professional development
- To undertake mandatory required LSC online courses; including but not limited to Safeguarding, Equality, Diversity and Inclusion and the Prevent Duty (Martyn's Law)
- To attend and contribute to LSC staff development events
- Attend any staff development or training courses to support and enhance the role.

Person specification	Essential/D esirable
Demonstrable passion for and engagement in inclusion and its delivery, both within the arts sector and more broadly	E
An awareness of the systemic barriers affecting people with protected characteristics.	E
Understanding of the importance of widening access and participation in UK Higher Education and the arts sector.	E
Experience of supporting and working collaboratively, coupled with the ability to use initiative and self-motivation.	E
Strong written and verbal communication skills, including ability to produce accurate and objective reports.	E
Strong interpersonal and negotiation skills, with the ability to work collaboratively and sensitively across stakeholders.	E
Excellent organisational and administrative skills, including input to meetings, presentations and report writing.	E
Knowledge of Safeguarding procedures and a willingness to undertake training.	E
Passion for the benefits of participation and audience/community engagement within the arts.	E
Ability to manage and nurture existing and develop new relationships	E
Facilitation skills, with the ability to help others from a range of backgrounds/circumstances realise their potential.	E
Ability to work independently balanced with good communication skills.	E
Highly motivated with a commitment to quality delivery.	E
Willingness to adapt to changing work streams and requirements as role and team develop	E
A flexible approach to work, with a willingness to undertake additional hours at times of peak activity.	E
Experience of managing a team of freelance or project staff	D
Ability to drive with access to own vehicle.	D

London Studio Centre is committed to being an Equal Opportunities Employer for all roles and contracts. We welcome applications from all suitably qualified persons regardless of their gender, disability, race, culture, religion/belief, sexual orientation, age, socio-economic background, class, mental health, or caring duties.

We are keen to hear from people from underrepresented groups in the performing arts (including people who are **Black, Asian, Dual Heritage** or from the **Global Majority D/deaf & Disabled people**; people who are from **lower socio-economic backgrounds**; and/or people with **caring responsibilities**, or any other **under-represented backgrounds** in the performing arts sector.)

London Studio Centre enables and empowers parents and carers. We are always happy to discuss solutions that allow people to balance their caring responsibilities with their working lives, for example through job shares or flexible working arrangements.

Guidance notes

Application

To make an application, please complete the following documents:

- CV & Cover Letter
- Equal Opportunities Monitoring form to be found on our website: londonstudiocentre.org/jobs/

Send these to gnewell@londonstudiocentre.ac.uk by **9am, Friday 17th March 2023**.

If you have any questions regarding the position, please do not hesitate to contact Graham Newell on the email above.

Please note:

- Should you require this application in another format please do not hesitate to contact us
- All correspondence will be made by email, please therefore make sure a valid email address is provided and checked during the application process

Interview

LSC aims to notify candidates as soon as possible after the closing date, whether they have been invited for an interview.

The proposed start date is March 2023, exact date to be agreed.

Outcome

London Studio Centre will endeavour to inform all applicants of the outcome of their application (by email); however, if you have not received an invitation for interview from LSC within two weeks of the deadline, please assume that your application has been unsuccessful.

Please note we are unable to provide feedback to unsuccessful applicants regarding their application/interview.

Final appointment is subject to receipt of satisfactory references.

Equal Opportunities

As an equal opportunity's employer and as part of LSC's commitment to diversify its staff. LSC welcomes applications from all suitably qualified persons, and encourages applications from candidates with protected characteristics. As an institution promoting anti-racism we especially encourage applications from ethnic minorities. All appointments will be made in accordance with the Equality Act (2010).

In order to monitor the effectiveness of LSC's equal opportunities policy, we would appreciate the completion of the equal opportunities form with any completed application form.

Data Protection

London Studio Centre conforms with the Data Protection Act (1998) and General Data Protection Regulation and will treat all information received with the relevant security.