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| **Job Title:** | **Head of Movement (Undergraduate Programmes)** (part-time) |
| **Salary:** | £11,609 Pro Rata (£30,400 FTE) Permanent |
| **Hours:** | Approx 14 hours per week (usually over two days during term time, frontloaded in terms one and two), variable depending on demands of academic calendar (approx. 607 hours per year, plus holidays, worked mainly in term time, with some flexibility required)  Occasional weekend and evening work will be required to fulfil the requirements of this post |
| **Reports to:** | Course Leader – Undergraduate Programmes |
| **Reportees:** | Permanent, fixed term and freelance movement teaching staff where appropriate. |
| **Location:** | Primarily Kingswood Estate, Kingswood, Bristol, with occasional work at St Pauls Church, Portland Square, Bristol |

**The Company**

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| Circomedia was founded in 1994 by physical theatre expert Bim Mason and choreographer and performer Helen Crocker. It rose out of the ashes of Fooltime, Britain’s first ever circus school, and has attracted students from all over the world ever since. It is different from many circus schools as there is a heavy emphasis on combining traditional circus skills with physical theatre and creativity. It is this approach to performance that has led to Circomedia being acknowledged as a centre of excellence worldwide.  **Artistic policy:** Circomedia has been at the forefront of developments in contemporary circus for decades, with its unique emphasis, within the circus sector, on the use of the body to convey meaning, the performer as creator and the combination of circus with physical theatre. These principles inform the formal courses and all areas of our work, from the performance programme to the participatory.  **Educational philosophy:** Our educational philosophy is that it is essential that minds and personalities need developing as much as bodies. Our courses have a pragmatic approach to learning for a vocational profession and a holistic approach to teaching each individual. We ensure that the demands and rigour of good technique are met whilst encouraging people to develop an innovative and imaginative approach to circus and physical theatre. This development is informed by expanding students' range of knowledge of possible styles and approaches.  Education is delivered at HE level (Foundation Degree, 3rd year BA top up and MA, in partnership with Bath Spa University), and at FE level (BTEC Diploma and Extended Diploma in partnership with City of Bristol College), along with self-funded full time vocational courses and thriving youth circus and recreational class programmes.    Circomedia also showcases new and emerging work focusing on physical performance through its superb performance venue in central Bristol. Across locations the organisation also strives to build effective working partnerships, be engaged with community events, and offers facility hire and bespoke events packages.    Its development over a quarter of a century means it now has 102 full-time students across all its formal courses, 500 young people regularly attending the youth circus and up to 60 performances each year.    Circomedia is the trading name of the Academy for Contemporary Circus and Physical Theatre which is a  registered charity no. 1056852 and limited company no. 2928738 |

**Head of Movement Overview**

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| This is a varied and exciting role, sitting within the Higher Education Academy, and reporting to the Undergraduate Courses Leader. The post holder will have responsibility for all activities relating to the delivery of Movement on the Foundation Degree (FdA), BA (hons) in association with Bath Spa University, and privately funded Vocational Training programmes, all in Contemporary Circus with Physical Theatre.  The Head of Movement will lead, coordinate, and support a small teaching team, and work closely with the Course Leader, other heads of discipline (Aerial, Acrobatics, Manipulation, Physical Theatre, Conditioning) and wider teaching team to design, plan, coordinate and deliver the higher education programmes, with a focus on delivering excellence in teaching and learning, student experience, and the continued development of this exciting artform.  The Head of Movement will be responsible for the design, coordination, and delivery of both technical and creative strands of the movement curriculum for all 3 years of study at higher education level, the content of which, should aim to both complement and enhance students’ physical and creative practice as developing circus artists and performers, and contribute to the wider programme of creative projects undertaken by students. They plan, coordinate, teach and, where appropriate, assess movement, dance, and creativity as core skills. Experience of teaching other specialties, such as contemporary dance, acrodance, contact improvisation, somatic practice, dance/movement from other cultures, martial arts, stage combat, dance theatre, choreography, devising or interdisciplinary arts, would be useful but not essential.  The post holder should therefore have considerable professional experience as a performer, maker and/or teacher of dance as well as Higher Education teaching, assessment, and module coordination experience; and should have sound knowledge, understanding, and the ability to teach a range of movement practices including (but not limited to) contemporary dance technique, choreography, and devising/improvisation, as well as a keen interest in Contemporary Circus both in the UK and internationally.  The post holder will be key to the delivery of the Academy’s annual schedule of performances and events, and must therefore be happy to work flexible hours, including occasional evening and weekend work. |

**Key Responsibilities**

* Curriculum & pedagogical lead for Movement teaching across all 3 years of the programme(s).
* Lead Movement teacher across all 3 years of the programme
* Recruitment (where applicable), line management and coordination, where appropriate, of permanent, fixed term contracted and freelance movement teachers.
* Management, coordination, and timetabling of students’ termly classes, in liaison with Course Leader.
* HE Module Coordinator (and all associated duties) in a relevant subject area.
* Module (Project) Tutor for selected students’ creative projects across all three years of study.

**Other Responsibilities**

* Key panel member in annual recruitment, audition & selection process for higher education programmes
* Contribute to Academy Open Days
* Pastoral Tutor
* Undertake continuous formative assessment of student progress and performance – Write termly progress reports for all students
* Contribute to curriculum development, programme review and validation of programmes.
* Stay abreast of developments in specialism, including honing skills for teaching, supervision, and interaction with students to foster learning and creative thinking.
* Contribute to and participate in internal and external quality and other regulatory reviews.

***This job description is not comprehensive, and duties may change and develop according to future requirements***

**PERSON SPECIFICATION**

**Essential**

* Educated to degree level in Dance, or related subject, or relevant professional experience
* Previous experience of higher education teaching.
* Proven experience, and ability to teach a range, of codified and non-codified movement practices, focussing on key practitioners and adapting teaching material to a range of levels and abilities.
* Ability to provide creative/artistic support and mentoring for students’ independent creative work.
* Willingness to undertake continuous professional development to keep up to date with technical and artistic developments in the subject area.
* Sound knowledge of all aspects of health & safety relating to teaching dance and can produce risk assessments where necessary (or willingness to learn where knowledge is lacking).
* Understanding of student support needs, safeguarding and duty of care.
* Ability to communicate effectively both verbally and in writing with a range of stakeholders.
* Confident IT skills including Microsoft office – Word, Excel PowerPoint, or other online presentation software. Zoom video conferencing
* A flexible approach to work with the ability to commit to occasional evening and weekend working.

**Desirable**

* Holds a Masters’ Degree .
* Holds a HE teaching qualification (or willingness to work towards).
* Experience of working with students with additional learning needs.
* Creative/innovative approaches and ideas for delivery
* Working Knowledge of Blackboard VLE/ Turnitin
* Familiarity with delivering course content online (Zoom, Office 365)
* Previous experience of module coordination, curriculum design, assessment, and quality monitoring processes
* Previous experience of coordinating a small team, conducting appraisals, performance management, and staff development.
* Proven ability to plan own and others’ workload, manage time efficiently, and meet deadlines.