



**ST EDMUND'S
SCHOOL**
CANTERBURY

CANDIDATE PACK

DRAMA TECHNICIAN
IMMEDIATE START



www.stedmunds.org.uk



THE SCHOOL

OVERVIEW

We are a 2-18 independent co-educational day and boarding school with over 600 pupils. We foster a family atmosphere, value the individual and offer a wide range of opportunities to pupils, whatever their interests or strengths. In an historic setting overlooking the City of Canterbury, the school is proud to educate the Choristers of Canterbury Cathedral and of the diversity that day and boarding pupils bring. Both academic rigour and co-curricular involvement are encouraged. Pupils are respectful of each other and work together to create a cohesive, inclusive and happy community. The School is located on the top of St Thomas Hill, commanding impressive views over the City of Canterbury. The Pre-Prep, Junior and Senior Schools share the same site, while the Choristers live within the Precincts of Canterbury Cathedral.



OUR ETHOS

Our pupils benefit from a caring and supportive environment, high-calibre teaching and a holistic educational approach that seeks to develop creativity, leadership qualities and original thinking.

A broad academic curriculum and extraordinarily diverse co-curricular programme enable pupils to find their path and grow to 'be all they can be'.

Our small class sizes enable the personalisation of learning so that pupils receive the attention and academic challenge they need to excel.

Every pupil here is known and understood.

The fact that we educate children from the age of 2 to 18 underpins the strong family atmosphere and sense of community that pervade the school.

St Edmund's is proud of its pupil-centred and ambitious academic ethos. We seek to foster original thinkers with the intellectual and personal skills to be leaders and decision makers in the future.

Highly-qualified teachers mean that young people receive inspirational instruction, with vibrant debate and individual attention colouring every classroom.

Pupils develop learning skills through project work and research opportunities such as the Extended Project Qualification and the Durrell Essay. We encourage cross-curricular work to promote original ideas and multi-dimensional thinking.

Our students are consistently encouraged during their time at St. Edmund's to strive for and achieve the highest academic standards.

DETAILS ABOUT THE POST

TITLE	Drama Technician
TYPE OF POST	Full-Time, Term-Time Only
GRADE	St Edmund's Business Service Range (£23, 843 pro-rata)
START DATE	Immediate Start -

POST & DEPARTMENT

Department

An experienced theatre technician is required to support the Drama department with coursework and productions.

St Edmund's has an enviable reputation for its Drama, both in terms of an academic discipline and for productions and events. These include major whole school productions, encompassing a variety of theatrical styles and many other shows and events throughout the year, including the prestigious St Edmund's Festival.

Drama has a wide appeal among the pupil body. Auditions for school productions are highly competitive, with pupils accepting places at renowned drama schools each year.

The department regularly takes pupils to see a variety of theatrical productions at the Marlowe theatre, the West End and further afield on Broadway in NYC.

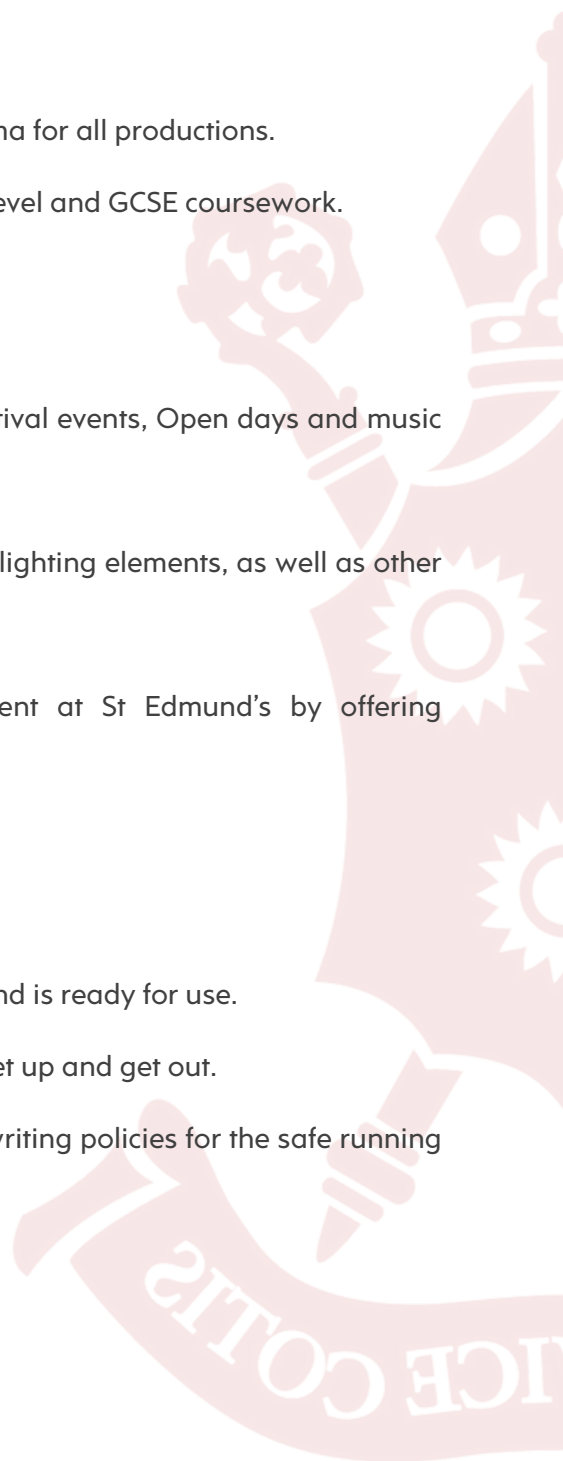
The school has a 400 seat proscenium arch theatre, which forms part of the Francis Musgrave Performing Arts Centre. It has an unusually large stage area. All technical elements are first rate and are managed by an exceptionally talented stage management team.

The permanent staff consists of the Director and Assistant Director of Drama one full-time teacher and a choreographer.

THE ROLE

The successful candidate will be required to:

- To realise and assist the design concepts of the Director of Drama for all productions.
- To build and paint sets for all school productions, as well as A level and GCSE coursework.
- To maintain and keep tidy all backstage and teaching areas.
- To support outside contractors as required.
- To operate sound and lights for major school productions, Festival events, Open days and music concerts as necessary.
- To support the pupils' knowledge and education of sound and lighting elements, as well as other technical requirements for GCSE and A level courses.
- To embellish the co-curricular life of the Drama department at St Edmund's by offering opportunities to learn about technical elements.
- To help manage an effective stage crew.
- To manage Theatre (Hall) budget.
- To ensure all equipment is in good working order at all times and is ready for use.
- To order materials and manage the set, including its storage, set up and get out.
- To ensure Health and Safety requirements are met, including writing policies for the safe running of the backstage environment.
- To report back regularly to the Director of Drama



PERSON SPECIFICATIONS

	ESSENTIAL	DESIRABLE
QUALIFICATION	<ul style="list-style-type: none"> • H&S training for: working at heights; working on towers. • First Aid • Basic electrical competence 	
SKILLS & EXPERIENCE	<ul style="list-style-type: none"> • Producing sets from concept stage to the final production • Experience of “flying”, stage management, sound and lighting • Set painting, design, construction, dressing and lighting • Rigging and focusing • Handling pyrotechnics 	<ul style="list-style-type: none"> • Practical experience preferably in both amateur and professional theatres • Working knowledge of outdoor productions
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Strong communication skills, both oral and written • Positive, team player • Friendly and kind personality • Able to deal helpfully, politely and tactfully with colleagues, pupils and senior management • Good organisational skills; reliability in working to deadlines • A flexible approach to working hours • Passionate about working with young people 	

CONDITIONS OF SERVICE

BENEFITS

Workplace Pension Scheme, Employee Assistance Programme including counselling services and financial/legal advice line, Salary Sacrifice schemes such as Cycle2work, subsidised gym membership, retail discounts and cashback scheme.

Fee remission is available to all members of staff subject to spaces being available at the discretion of the Governors and subject to change.

Support of visa sponsorship is in place for international candidates.

SAFER RECRUITMENT

St Edmund's School Canterbury is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).

UK GDPR

Personal information provided by candidates will be kept on a secure file in the school and will not be released to third parties outside the school without the permission of the person concerned, except where there is a legal requirement so to do.

APPLICATIONS

Applications should be emailed to recruitment@stedmunds.org.uk no later than 09.00am Wednesday 25th September 2024.

Applications must take the form of an application form and covering letter including the candidate's suitability for the post with reference to the person specification. The names and contact details (including email addresses) of two referees are required (one of whom must be your current or most recent employer and neither referee should be a relative or someone known to you solely as a friend).

ST EDMUND'S VALUES



We value....

EACH OTHER

Recognise our responsibility to create a caring and supportive community

We value....

INDIVIDUALITY

Recognise that everyone is different and has unique needs, strengths and aspirations



We value....

EXCELLENCE

Commit to being the best we can be

We value....

INTELLECTUAL CURIOSITY & CREATIVITY

Love learning and seek to foster creative, critical & lateral learning



We value....

SOCIAL RESPONSIBILITY

Promote the idea that individuals must contribute to the greater good of society

