



## **LAMDA TEACHER JOB DESCRIPTION**

**Title:** LAMDA Teacher

**Responsible to:** Director of Creative Arts

**Main Purpose:**

To provide high-quality LAMDA teaching to pupils, preparing them effectively for LAMDA examinations and helping them to develop confidence, clarity, communication skills and performance technique. The postholder will be engaged on a self-employed basis and will be responsible for organising and delivering individual and/or small-group lessons as agreed with the school.

**Roles and Responsibilities:**

- To teach LAMDA lessons to pupils across the school, either individually or in small groups, as appropriate.
- To timetable LAMDA lessons in liaison with pupils, parents, academic staff and the Director of Creative Arts, ensuring that lessons are scheduled efficiently and with due regard to pupils' wider school commitments.
- To prepare pupils for LAMDA examinations, selecting suitable syllabuses, pieces and examination routes according to each pupil's age, ability and interests.
- To support pupils in the development of vocal clarity, expression, confidence, presentation skills, acting technique and communication.
- To keep accurate records of pupil attendance, progress and examination preparation.
- To communicate clearly and professionally with parents, pupils and relevant school staff regarding lesson arrangements, progress and examination entries.
- To advise pupils on appropriate repertoire and support them in learning, rehearsing and refining their performance material.
- To liaise with the Director of Creative Arts regarding examination entries, assessment dates, pupil progress and any issues arising.
- To ensure that pupils are appropriately prepared for examinations, performances or other relevant school events.
- To maintain high professional standards in all teaching and communication.
- To follow the school's safeguarding, child protection and professional conduct policies at all times.

### **Other Duties:**

- To provide occasional reports or progress updates when requested.
- To support the wider Creative Arts department where appropriate, including helping to promote LAMDA opportunities to pupils and parents.
- To attend relevant meetings or briefings when required and agreed in advance.
- To fill in time sheets
- To ensure that all teaching is delivered in a safe, supportive and encouraging environment.
- To undertake any other reasonable duties connected with the role, as agreed with the Director of Creative Arts.

### **Health and Safety:**

All staff should be aware of the school's health and safety policy and implement it as appropriate.

### **Safeguarding:**

All staff employed by Sedbergh School are expected to take responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible or with whom they come into contact.

**These roles and responsibilities provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the level of this post.**

***Sedbergh School is committed to safeguarding & protecting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.***

***Registered Charity No 1080672***