

## **Drama Worker (Foundation)**

### **Half-time, 19 hrs pw**

£10 per hour / **£190 per week** (x 42 weeks, includes 4 weeks paid leave)

### **Fixed term: September 2018 – July 2019**

(induction 6 - 13 September, with workshops starting 17 September)

We are recruiting **two half-time posts**. Each post will deliver three weekly workshops (term-time only), so post-holders will need to be available to work at specific times.

Hours may vary through the year, but as a guideline, will be as follows:

#### **Job 1**

Monday (early evening),

Tuesday (half day),

Wednesday (all day)

Thursday (morning)

#### **Job 2**

Tuesday (afternoon & evening),

Wednesday (all day)

Thursday (morning)

## **Overview**

acta is a theatre company which helps people tell their stories through theatre. We are looking for two new half-time workers to join our Foundation scheme, for this, our third year of the programme supported by Paul Hamlyn. The Drama Workers will be given on-the-job training and one-to-one mentoring, and through the course of the year will be able to learn all about how to lead workshops, create theatre and put on plays with people around the City.

Our aim is to offer opportunities to adults (over 18 yrs) who are interested in community theatre, but face barriers to developing a career in the sector eg cultural, class, education, disability. We are particularly keen to encourage applications from anyone who is representative of the diverse cultural backgrounds of our participants; eg working class, BAME, refugees and migrants, people with disabilities; people who have not taken up access to higher education.

We are looking for people who have a thirst and a real desire to help people make theatre; who have some skills but are ready to learn; who want to make a career in community theatre after the end of the year.

The posts will both be mentored by acta Associate Director, Ingrid Jones, and will include a learning day with the whole Company, each Wednesday at the acta centre.

The Drama Workers will be expected to co-lead three regular weekly workshops for adults and young people interested in making theatre. Each group will be involved in working together to create an original piece of community or youth theatre, which will be performed locally or at the acta centre.

Other intensive projects and additional learning opportunities may be programmed into occasional school holiday periods, but in general, the hours of work will be term-time only.

**The post will enable learning in the following (tasks and responsibilities):-**

1. To plan and lead fun drama workshops with co-workers.
2. To create, direct and produce original plays and theatre with people, based on their ideas, opinions and life experiences.
3. To write scenarios and scripts and to create script-free performances when necessary.
4. To meet, plan and review theatre productions with other members of the acta team
5. To communicate with acta partners e.g. schools about the projects.
6. To encourage participants to come along, get involved and make theatre.
7. To support people through the project to develop their confidence and self-esteem, to improve their communication skills and to learn new skills.
8. To monitor and evaluate participants' attendance and progress during the projects, using established acta monitoring systems.
9. To attend acta seminars and events, as appropriate.
10. To attend external meetings and represent acta where required.
11. To participate in meetings and training workshops as necessary.

## Person specification

### We are looking for someone who:

- Is interested in helping people tell their stories through making theatre.
- Has good communication skills, written and spoken.
- Can demonstrate an interest and experience in theatre or drama.
- Is friendly, caring, kind and helpful.
- Can work on their own, shows good initiative, and is also a good team member.
- Is enthusiastic to learn, and excited about gaining new skills.
- Is committed to equality and diversity; keen to engage new people in theatre.
- Is organised and good at managing their time.
- Wants to develop a career in community theatre.

**No formal qualifications necessary.**

### Applications

To apply, contact Ingrid Jones or Rosalie Pordes at the acta office tel. 953 2448 to let us know that you are interested, or email [rosalie@acta-bristol.com](mailto:rosalie@acta-bristol.com) before 12 noon on Monday **2<sup>nd</sup> July**. (Interviews will be at the acta centre in week beginning 9 July)