

LIPA

Further Particulars for the Post of:

Lecturer in Community Drama (0.6)

£18,073 - £21,563 pa

1. **The Institute**

The initial development of the Liverpool Institute for Performing Arts involved:

Sir Paul McCartney, an old boy of the Liverpool Institute School for Boys, had long been dismayed by the sad state of his old school building, which was falling into decay after the closure of the school in 1985;

Mark Featherstone-Witty (our Founding Principal and CEO) had developed a particular approach to performing arts teaching and learning that was developed through a charity he created in the mid 80's. The first creation was The BRIT School in London. During that process, Sir George Martin introduced him to Paul.

Liverpool City Council was embarking on an inner city regeneration programme with finance from a national initiative devised by Michael Heseltine.

Both Paul and Liverpool City Council (independently as it happened) approached Mark to find out what kind of provision might best fit into existing and planned performing arts training in the city.

Today, in the centre of the city, the Liverpool Institute for Boys has become **The Liverpool Institute for Performing Arts (LIPA)**.

LIPA is a training institute for the arts and entertainment economy with local, national and international dimensions.

LIPA's provision takes account of these concepts: market awareness, technological competence, entrepreneurial skills, multi-skilling, collaboration and theoretical underpinning.

LIPA offers a number of HE programmes validated by the **Liverpool John Moores University (JMU)**. Each year we receive in the region of 5,500 applications for places on our HE courses, including a significant number from overseas.

Details of LIPA's provision – which also includes a number of LIPA First Certificate and LIPA 4:19 - can be found on the LIPA Website (www.lipa.ac.uk).

2. **The Staff**

There is a nucleus of approximately 150 permanent staff, both full and part-time. This core of staff is periodically supplemented by new appointments. There is also a substantial input from visiting lecturers and casual staff of whom there are about 200 on the payroll at any one time.

3. **External Relationships**

LIPA enjoys a close working relationship with LJMU which validates the LIPA degree programmes and also provides services in connection with learning resources, welfare and counselling.

The key funding body in the HE sector is the Higher Education Funding Council for England (HEFCE). The Quality Assurance Agency (QAA) is the external body responsible for monitoring the quality of HE provision.

4. **The Post**

A job description for the post is enclosed.

You will teach on our BA (Hons) Community Drama Programme.

The Programme has three key aims:

1. To prepare students for a career within the broad spectrum of contemporary community/applied drama practice, by:
 1. Developing their facilitation and directing skills to a professional level;
 2. Improving and broadening their skills as theatre practitioners;
 3. Enhancing their ability to operate as arts professionals, utilising the tools of entrepreneurship in the pursuit of social/cultural/political goals.
2. To cultivate a critical appreciation of the political, social and economic factors that have, and continue to impact upon the development of theatre and drama for, with and by specific communities;
3. To enable students to develop the skills required to sustain themselves within the field as active agents of change, with the ability to identify and negotiate agendas and adapt a core body of technique in the service of a variety of community and educational contexts.

5. The Person

You will be a flexible practitioner with both professional experience as a drama facilitator/director which corresponds to the aims stated above. You will have the ability to marry the demands of HE level teaching with a sound understanding of the professional field. Experience of teaching drama at undergraduate level is therefore essential together with a strong research ability as demonstrated by practice based research or record of publication.

You should possess a relevant degree level qualification. A recognised teaching qualification and/or postgraduate qualification is desirable.

A person specification is enclosed. **Remember:** you must ensure that your application specifically addresses the requirements of the person specification.

6. Conditions of Service

The present terms and conditions of service for new appointees are set out in LIPA's standard contract of employment supplemented by the policies and procedures which make up the Staff Handbook.

For information some of the terms and conditions which apply to this post are summarised below:

Working Hours

Lecturers are expected to work such hours as are reasonably necessary for the proper performance of their duties. Contractually, formal scheduled teaching hours will not normally exceed 510 hours over the teaching year for a full time lecturer. Fractional post holders' hours are reduced on a pro rata basis – in this case, 306 hours for a 0.6 Lecturer.

Holidays

The holiday entitlement for this post is 35 days pro rata, in addition to bank holidays (also pro rata).

The holiday year runs from 1 September to 31 August.

Salary

The salary scale for this post is Lecturer (Spinal Column Points 30–36, £29,972 - £35,788 pa). This works out as £18,073 - £21,563 pa for this 0.6 post.

Exclusivity of Service

LIPA requires all employees to devote their whole time service to the work of the Institute. However employees may undertake other employment provided that this does not conflict or react detrimentally to the Institute's business. No employee may engage in any other business or take up any other additional employment without the prior consent of the Founding Principal/Chief Executive.

Grievance

A formal Grievance Procedure exists for all staff who have a grievance relating to their employment.

Disciplinary Procedure

LIPA expects reasonable standards of performance and conduct from its employees. Details of the Disciplinary rules and procedure form part of the Staff Handbook.

Probationary Period

Twelve months from first appointment, although this may be extended where circumstances so dictate.

Termination of Employment

By two months' written notice on either side.

Staff Appraisal

The postholder will be required to participate in LIPA's appraisal scheme.

7. **Pensions**

Under the social security act 1986, you are allowed to choose one of the following options when making your pension arrangements:

- a) be a member of the Teachers' Pension Scheme;
- b) be a member of the LIPA Group Personal Pension Scheme;
- c) rely on SERPS (State Earnings Related Pension Scheme).

8. **Medical Clearance**

The successful candidate must be declared medically fit to carry out the duties of the post. The Institute reserves the right not to formally appoint a prospective employee unless medical clearance is received.

9. **Health and Safety**

In accordance with the terms of the Health and Safety at Work Act 1974 each new member of staff is given a copy of the Institute's Health and Safety Policy and formal training will be provided as part of the induction programme.

10. **No-Smoking Policy**

There are designated areas where staff may smoke during periods when they are 'off-duty'.

11. **Equality and Diversity Policy**

LIPA's Equal Opportunities Policy is seen as a means of achieving equality of opportunity for all its students and staff, actual and potential, as well as visitors. LIPA welcomes and accepts its responsibilities under the various Acts of Parliament and other relevant legislation appertaining to this area.

All staff appointed to the Institute will be expected to promote and implement LIPA's Equal Opportunities Policy.

12. **The LIPA Ethos**

All staff are expected to understand, support and promote the philosophical, academic and vocational framework of LIPA's provision.

13. **Applications**

LIPA will accordingly welcome applications from individuals which will be considered regardless of gender, race, nationality, religious belief, disability, marital status, sexual orientation, carer status, appearance or age.

Applications must be received by the closing date specified. An acknowledgement will be sent to anyone enclosing a SAE. Because of the high cost of postage we are unfortunately unable to let unsuccessful applications know the outcome of their application. If you have not heard from the Institute within four weeks of the closing date you may assume that your application has been unsuccessful on this occasion.

All completed applications should be forwarded to:

Personnel Department
Liverpool Institute for Performing Arts
Mount Street
LIVERPOOL
L1 9HF

Closing Date: 12 noon, Thursday 2nd August 2012 with interviews taking place on
Tuesday, 28th August 2012

Thank you for the interest you have shown in this post.