**PERSON SPECIFICATION**

**POST:** Assistant Dance Development Officer (Maternity Cover) **GRADE: 3 £18,795 (pro rata)**

**The person specification is an important part of the recruitment process. It should be read carefully as it will form the basis of shortlisting and ultimately, appointing the successful applicant. You must demonstrate how you meet each of the following criteria in your application.**

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| **ESSENTIAL REQUIREMENTS** | | **Assessment Criteria** |
| **Qualifications:** | | |
| The successful candidate must hold either:   * a minimum of one Associate/Diploma Level 4 teaching qualification with the IDTA or equivalent qualification with another recognised dance governing body. * A degree in a relevant dance related subject and currently training towards their associate/diploma level 4 with the IDTA or other recognised dance governing body. | | C/AF |
| **Skills** | | |
|  | Excellent organisational skills |  |
|  | Excellent communication skills |  |
|  | Able to demonstrate enthusiasm, good leadership skills and professionalism. |  |
|  | Sound understanding of dance and its delivery and development. |  |
|  | Sound understanding of IT systems |  |
|  | Ability to work without supervision |  |
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| **Experience & Knowledge** | | |
|  | Strong technical background in Ballet, Tap and Modern Jazz. |  |
|  | Minimum of 2yrs experience of teaching dance and movement activities in a variety of settings to a wide population including, young people, adults and people with a disability. |  |
|  | Experience & ability to work without supervision |  |
|  | Experience & ability to organise, develop, plan and deliver sessions according to the needs / abilities of the participants |  |
|  | Experience of preparing groups for shows, exams and competitions. |  |
|  | Experience in the organisation, management and delivery of events and performances. |  |
|  | Must be available to work day time, evening and weekends as required. |  |
| **Behaviours** |  |  |
|  | Professional | AF/I |
|  | Respectful | AF/I |
|  | Knowledgeable | AF/I |
|  | Passionate | AF/I |
|  | Solutions Driven | AF/I |
| **DESIRABLE REQUIREMENTS** | | **Assessment Criteria** |

**NOTE TO APPLICANTS:**

Please demonstrate in your application how you feel you meet the above requirements

**KEY:** I = Interview, C = Certificate, AF = Application Form, T = Test