Thalia Theatre Company

**Job Description**

##### Support Assistant

# Employment Details

**Salary:** £9 per hr (£17,550 pro rata)

1 Year fixed term contract

**Hours of work:** Monday, Tuesday and Wednesday

9.15 a.m. – 3.15 p.m. - 18 hrs per week

**Accountable to:** The Artistic Director

## Job Purpose

To support the Artistic Director, staff team and Thalia members to fully participate in all activities

###### Key Responsibilities

* To work under the direction of the Artistic Director to offer rich learning experiences for Theatre Company members
* To embrace Thalia methodology and ethos and demonstrate professional practice through programme delivery
* To support company members by enabling them to participate fully as individuals and as a cohesive group (offering 1:1 support where necessary)
* To support and enable company members to attend to their own personal care
* To participate fully in all aspects of artistic activity, leading by example
* To demonstrate professional practice at all times particularly with regard to respect, dignity, confidentiality of theatre company members
* To comply with the company’s Duty of Care to Theatre Company members
* To be proactive in ensuring the company’s policies (e.g. equality of opportunity, health and safety and the protection of children and vulnerable adults) are adhered to

### **Person Specification**

**Support Assistant**

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| ***Essential*** | ***Desirable*** |
| **Experience** of working and supporting a diverse client group (to include clients with physical/sensory disabilities, learning difficulties, mental health illness, the elderly, adults with complex needs e.g. Autism Spectrum**Qualifications:**Educated to A Level standard**Special Aptitudes:**Excellent time management skillsA good communicator both written and verbalAn ability to work on own initiativeAbility to work collaborativelyA fun and friendly personalityExcellent interpersonal skillsGood motivational skills | Experience of working in an educational/arts related learning environmentSchool, college, community settingAn awareness and understanding of disability legislation and disability issuesEvidence of continuing professional developmentFirst Aid CertificateManual Handling |