



NEW VIC

Theatre Education
Practitioner
Information Pack
October 2025

Welcome

Thank you for your interest in the post of Theatre Education Practitioner at the New Vic Theatre.

Do you have experience of devising and leading participatory drama activities with different ages and abilities in a professional environment and have a passion for community engagement in the arts? If so, we want to hear from you.

We're looking for an experienced Theatre Education Practitioner to develop and deliver education projects. You will have an awareness of the education sector and an interest in developing creativity in the curriculum. You will be a self-starter with excellent organisational, planning and team working skills.

All applicants must hold a satisfactory enhanced DBS check.

This role will include evening and weekend working.

The deadline for applications is **Monday 3 November 2025 at 10am**. Interviews will be held **w/c 10 November 2025**.

We hope that this pack will answer all your questions, but if there is anything else you would like to know about the role or working at the New Vic, please do get in touch on 01782 381371 or by email to recruitment@newvictheatre.org.uk



General Education Department Information

The New Vic Theatre is a non-profit organisation. The theatre has an auditorium with an overall seating capacity of 605, a small Studio Theatre, a Café, bar and shop.

Alongside the main house programme, the theatre has an active Education department and Borderlines Outreach department reaching over 30,000 people a year, as well as Appetite, an Arts Council England Creative People & Places programme.

New Vic Education exists to provide high quality learning and participatory opportunities through Theatre and Drama. Our offer to young people and the wider programme allow us to make a difference across our whole community. We are committed to partnership working and have on-going relationships with other arts and education providers, such as the RSC and Keele University. As well as our extensive offer to younger people and schools, we also have a resident Elders' Theatre Company, Ages and Stages who play a key role in the development of our Live Age festival programme.

The department's other permanent core staff are:

- Head of Education
- Youth Theatre Director and Theatre Education Practitioner
- Education Administrator

The team also employ chaperones to support their regular groups, as well as freelance practitioners and creative specialists that work on a project by project basis.



Theatre Education Practitioner

Contract

The post of Theatre Education Practitioner is offered on a full time, permanent basis.

Salary

The salary for the post is £29,550 per annum.

Hours of work

The normal hours are 40 per week to be worked flexibly across Monday to Saturday in agreement with your Manager. Any hours in addition to your normal hours are to be agreed in advance with your manager.

Where the number of hours worked in any 4-week period exceeds the contractual hours then time off in lieu at single time will be given. Overtime is not applicable to this post.

In certain circumstances, we may ask you to work on Sundays and Bank Holidays. All employees are expected to work some evenings and Saturdays.

Holiday Entitlement

The holiday entitlement for this post is 20 days per annum, plus bank holidays. Holiday entitlement increases after 3 and 5 years continuous service.

The holiday year runs from 1 April to 31 March.

Probationary & Notice Period

The probationary period for this post is 6 months. The notice period during the probationary period is 4 weeks. Following successful completion of the probationary period the notice period is 8 weeks.

General

All eligible staff are automatically opted in for the New Vic's basic pension scheme under auto enrolment legislation.

All offers of employment are subject to the candidate being able to provide suitable proof of their eligibility to work in the UK, a satisfactory enhanced DBS check and references.

Theatre Education Practitioner

Job Description

Role Purpose

To play a key role in developing and delivering education projects at the New Vic.

Main Duties - Education Projects

- Deliver workshops (including online when required) for schools and colleges, both curriculum based and support for New Vic productions, which can take place here at the theatre or in school.
- Deliver work within a life-long creative offer for adults within the community.
- Assist the Head of Education and Head of Fundraising with funding applications and reporting.
- Work with the team to plan, deliver and evaluate participatory arts projects with partner organisations.
- Participate in the planning and delivery of Professional Development training for Education settings.
- Deliver out of school and holiday projects.
- Lead tours of the theatre, when necessary.
- Create Education Resource packs for teachers and participants.

General Duties

- Attend New Vic productions and advocate for the theatre's work.
- Contribute to the collation and distribution of information for newsletters, web pages, brochure and programme copy.

- Contribute to the planning of projects alongside New Vic Education and external partners and collate participant feedback to input into evaluation documents.
- Support work done by other members of the Education team and cover work in their absence.
- Attend staff and department meetings.
- Attend training as required.
- Support and, whenever possible, promote and contribute to equality, diversity and inclusivity of the New Vic.
- Every member of staff is responsible for contributing towards making the New Vic a more sustainable organisation and improving environmental performance.
- Adhere and contribute to all company policies and procedures including Health and Safety, Equal Opportunities, Safeguarding and Data Protection.
- To act always in the best interest of the New Vic.
- Any other duties that may reasonably be required by the Head of Education, which may from time-to-time include involvement in other New Vic projects.
- Any other duties as may reasonably be required that may assist the company in achieving its business objectives. Such tasks will not be of an unreasonable nature and shall be commensurate with the level of the post.
- These accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.

Person Specification

We are looking for the following skills and experience in our Theatre Education Practitioner.

Essential Criteria

Qualifications & Experience

- Significant experience of devising and leading participatory drama activities with different ages and abilities, in a professional environment.
- Satisfactory enhanced DBS check.

Knowledge & Skills

- Awareness of the education sector and an interest in developing creativity in the curriculum.
- Awareness of Safeguarding and Child Protection issues.
- Excellent organisational and planning skills.
- Excellent team working skills.
- Ability to act under own initiative.
- Good IT skills.

General Attributes

- A passion for community engagement in the arts and an ability to work flexibly, including evenings and weekends.
- A proven commitment to equal opportunities and inclusion.

Desirable Criteria

- Experience of developing project proposals, including budgeting and fundraising.
- Experience of Arts Award and Artsmark.
- Ability to travel between venues and work sites.
- An awareness of and engagement with local and regional artistic and participatory networks.
- Skilled in related art forms, for example, music or choreography.
- Experience of creating work digitally.

***'Staffordshire's New Vic proves what a regional theatre with ambition and imagination can do'.
The Guardian***

The New Vic is unique. The first purpose-built theatre-in-the-round in Europe and a ground-breaker in the integration of professional theatre-work with an extensive community and education programme, we make theatre that is valued by local audiences and recognised nationally and internationally.

We believe in the power of theatre to change lives. We also believe that everyone should have access to great theatre and on average 180,000 people visit the New Vic each year.

The New Vic has forged a national reputation for producing first class theatre. We have a full in-house creative team, including costume, scenic workshops, lighting, sound and design.

Our extensive community and education programmes reach over 25,000 people annually, with award-winning New Vic Borderlines, and New Vic Education departments ensuring we are key to the cultural life of the region. Alongside this the theatre leads Appetite, an Arts Council England Creative People & Places programme, to engage more people in Stoke-on-Trent and North Staffordshire in the arts.

The New Vic is a registered charity with a turnover of £5 million and operates thanks to a unique partnership between Arts Council England, Newcastle-under-Lyme Borough Council and Staffordshire County Council.



Applying

The New Vic aims to attract, develop and retain the best talent for all roles and will always appoint based on merit. We consider that diversity is good for the art we make, good for artists, good for audiences, and good for the cultural sector.

The New Vic is an equal opportunities employer. We value diversity in our workforce and positively encourage applicants from all sections of the community, particularly applicants under-represented across the arts workforce, particularly applicants with a disability, applicants who are LTBQIA+ or applicants of African or Caribbean heritage, South, East and South-East Asian heritage or anyone who experiences racism.

How to apply

Please forward your CV and a covering letter to recruitment@newvictheatre.org.uk using the subject line **Theatre Education Practitioner**, or post to Administration Department, New Vic Theatre, Etruria Road, Newcastle-under-Lyme, Staffordshire, ST5 0JG.

In your covering letter (of up to no more than 2 sides of A4), please tell us about your relevant skills and experience, letting us know how you match the person specification.

The deadline for applications is **Monday 3 November 2025 at 10am**. Interviews will be held **w/c 10 November 2025**.

We want to make sure that our application process is accessible to everyone, so please do tell us if you need any of this information in another format (e.g large print, audio).





New Vic Theatre, Etruria Road, Newcastle-under-Lyme, Staffordshire, ST5 0JG Stoke-on-Trent & North Staffordshire Theatre Trust Ltd. Company registration number: 911924. Charity registration number: 253242. The New Vic Theatre operates thanks to partnership between the Arts Council England, Newcastle-Under-Lyme Borough Council and Staffordshire County Council.