MK College Group

Course Team Leader: Performing Arts

Location: Chaffron Way Campus, Milton Keynes
Hours: 37.5 hours per week
Flexible Working: We welcome applications from those seeking flexible hours
Salary: Up to £37,000 per annum (Subject on experience)
Apprenticeships: Development opportunities are available through Apprenticeship standards
Reporting To: Deputy Head of School

IN SHORT

Milton Keynes College is seeking an ambitious, innovative and industry-informed **Course Team Leader for Performing Arts** to lead and develop our Level 3 Performing Arts provision across Year 1 and Year 2, whilst teaching on Level 2 Performing Arts programmes.

The successful candidate will combine outstanding teaching practice with strong curriculum leadership, inspiring both learners and staff to achieve excellence. They will be responsible for driving high standards of teaching, learning and assessment, ensuring exceptional learner outcomes, and creating an engaging and industry-relevant learning experience that supports progression into further study, apprenticeships and employment.

The Course Team Leader will play a key role in shaping the curriculum, managing quality assurance processes, supporting student recruitment and retention, and developing strong partnerships with employers and industry professionals to enhance learner opportunities.

Key Responsibilities

Curriculum Leadership

- Lead the planning, delivery and continual development of the Level 3 Performing Arts Year 1 and Year 2 curriculum.
- Ensure programmes remain current, relevant and aligned with industry trends and employer needs.
- Develop schemes of work, learning resources and assessment strategies that promote high levels of learner engagement and achievement.
- Monitor curriculum performance, implementing effective strategies to drive student success, retention and progression.

Teaching, Learning and Assessment

- Deliver outstanding teaching across Level 2 and Level 3 Performing Arts programmes, modelling best practice within the department.
- Foster a creative, inclusive and supportive learning environment that enables all learners to thrive.
- Ensure assessment practices are rigorous, accurate and meet awarding body requirements.
- Monitor learner progress and implement timely interventions where required.

Team Leadership

- Provide day-to-day leadership and support for staff teaching on Level 2 and Level 3 Performing Arts programmes.
- Promote a culture of collaboration, innovation and continuous improvement.
- Support the induction, mentoring and professional development of team members.
- Contribute to performance management processes and departmental quality improvement activities.

Student Experience

- Act as Course Team Leader and primary point of contact for Level 3 Performing Arts learners.
- Support attendance, engagement, behaviour and learner wellbeing.
- Lead tutorial and pastoral activities that support personal development and employability skills.
- Ensure students are prepared for progression opportunities within further education, higher education and employment.

Quality Assurance and Improvement

- Monitor course performance against key performance indicators including attendance, retention, achievement and progression.
- Lead self-assessment, course reviews and quality improvement planning.
- Ensure compliance with awarding organisation requirements, college policies and regulatory frameworks.
- Support lesson observation, standardisation and quality assurance processes.

Industry Engagement

- Develop relationships with employers, creative organisations and industry practitioners.
- Facilitate meaningful industry projects, live briefs, guest speakers and work experience opportunities.
- Promote employability skills and professional behaviours throughout the curriculum.
- Identify opportunities for learners to showcase their work through competitions, exhibitions and collaborative projects.

Recruitment and Marketing

- Support student recruitment activities including open events, interviews, enrolment and school liaison work.
- Promote the Performing Arts provision internally and externally to attract prospective learners.
- Contribute to the development of progression pathways across the Arts and Media curriculum.

Person Specification

Essential Qualifications

- Degree or equivalent qualification in Performing Arts, Theatre, Acting, Musical Theatre, Dance, Drama or a related subject.
- Teaching qualification or willingness to work towards one.
- GCSE English and Mathematics at Grade C/4 or above (or equivalent).

Essential Experience

- Experience teaching Performing Arts within Further Education, Secondary Education or a related learning environment.
- Experience of leading curriculum initiatives or supporting programme development.
- Strong knowledge of Level 2 and Level 3 Performing Arts qualifications and assessment requirements.
- Experience monitoring learner progress and improving outcomes.
- Current or recent industry experience within theatre, performance, acting, dance, musical theatre or related creative sectors.

Essential Skills and Knowledge

- Excellent communication and interpersonal skills.
- Ability to motivate and inspire learners and colleagues.
- Strong organisational and administrative skills.
- Knowledge of quality assurance processes within Further Education.
- Commitment to inclusive practice, safeguarding and learner success.
- Effective use of digital technologies to enhance teaching and learning.

Desirable

- Previous experience as a Course Leader, Programme Leader or Team Leader.
- Experience of curriculum planning and staff development.
- Experience directing productions, coordinating performances and managing live events.
- Established industry contacts within theatre, performing arts organisations, creative venues or related sectors.

This is an exciting opportunity for a passionate performing arts practitioner and educator to shape the future of Performing Arts provision, empowering learners to develop the creative, technical and professional skills required to succeed within the modern media industry.

MK College will treat all applicants fairly and with respect, irrespective of their background, disability or any other individual characteristic. We particularly encourage applications from people with backgrounds which are currently under-represented within Milton Keynes College. All offers made to successful candidates are subject to satisfactory outcomes to a range of pre-employment checks including a Disclosure and Barring Service check (DBS). In addition, security clearance is required for all prison services positions up to Counter Terrorist Check (CTC) level.

OUR BENEFITS

- 35 days annual leave
- 3 additional company closure days during the festive season
- Birthday off
- UK Bank Holidays (entitlement will be pro-rated for part-time employees)
- Generous Pension Scheme
- Professional development opportunities, including professional qualifications.
- Employee Assistance Programme (EAP) accessible 24 hours per day, 365 days per year
- A variety of amazing discounts with NUS Card, Blue Light Card and our reward and recognition platform
- Employee wellbeing platform
- Access to a variety of EDIB related Employee Networks
- Great working environment with complementary parking at both our Milton Keynes and Bletchley sites

MAKE A DIFFERENCE

In this role, you will:

- Foster an environment that embraces college values, recognises team member contributions and the value of coaching strategies, collaborative working, encourages innovation and the principles of restorative practice.
- Create an outstanding student and apprenticeship experience, where staff are constantly working to develop their practice and mistakes are embraced and are seen as important learning experiences.
- Work with the managers and curriculum teams, to develop a responsive and relevant curriculum offer that meets the changing needs of our students
- Deliver consistently good or better teaching sessions, incorporating an effective range of learning strategies that enable outstanding learning outcomes for students.
- Deliver a stimulating blend of learning opportunities, making effective use of technology both within the classroom and via online and independent learning.
- Coordinate IQA and related EQA activity at course team level to provide the college with assurance regarding the quality of assessment.
- Provide both academic and pastoral support for our students, supporting them to achieve their destination ambition.
- Comply with the college's English and maths strategy, maximising your ability to embed both subjects into your teaching practice.
- Work with colleagues responsible for Apprenticeships, ALS & Student Services to deliver a student experience, which engages, inspires and prepares students for the world of work.
- Work with the Head of School and Quality, eLearning, English & maths and Curriculum Innovation colleagues to continually strive for excellence and improve standards in teaching, learning and assessment across the faculty.
- Engage proactively with internal and external stakeholders to maximise opportunities for employer engagement in the learning process.
- Work with the Head of School to identify training needs and attend appropriate professional development to meet the needs of the role.
- Maintain current knowledge of funding regimes, awarding body requirements and changes to qualification structures an education policy.
- Champion an active student voice strategy to enhance the student experience.
- Ensure that you are aware of and aligned with Milton Keynes College's Regulations, Strategy, and Objectives to work together to proactively advance Equality, Diversity and Inclusion and support the challenging of racism, prejudice and inequality, wherever it is found.

This job description is just a guide; you'll be expected to be flexible and perform any other duties as reasonably required of you by your manager and your role is likely to evolve and develop over time. In all your duties, you will be required to take reasonable care of yourself and ensure the safety of our students, your colleagues and other people with whom you come into contact at the College.

IT'S ALL ABOUT YOU

KNOWLEDGE, EXPERTISE & QUALIFICATIONS	• Degree or equivalent qualification in the relevant subject • Relevant industry experience and a willingness to maintain it • Recognised higher level teaching qualification or willing to work towards • Evidence of continuing commitment to self-development through courses and work undertaken
IMPACT	• Strong track record of good or better teaching and learning delivery across a range of levels, attaining high-quality student outcomes • Highly developed course team leadership skills, and effective implementation of quality systems and engagement with student voice as a driver for quality improvement • A good understanding of how technology can be used to enhance teaching, learning and assessment in classroom, workplace and virtual contexts
QUALITY	• Embed the importance of English & Maths through subject delivery • Implement a range of quality processes and systems
RESPONSIBILITY	• Accountable for high-quality student outcomes on the courses you manage
RELATIONSHIPS & REPUTATION	• Creative and Flexible • Enthusiastic and self-aware • Well-developed organisational, communication and teamwork skills
VISION & DIRECTION	• Ability to engage and motivate students to deliver high-performance outcomes in a further education environment • Develop the quality of the student experience that leads to outstanding outcomes

ABOUT US

Milton Keynes College Group was formed in 2021, with the mission of Building Fairer Futures. The College Group includes 1,200 colleagues who work across MK College, the South Central Institute of Technology (SCIoT) Bletchley, our prison education services in 30 prisons and MK Commercial which comprises The Brasserie restaurant, Sport Central, Courtside, and the Chaffron Centre.

At MK College, our colleagues support approximately 4,000 16-19 year olds currently studying with us and a total student population of over 8,000. Founded in 1982, MK College offers a broad variety of programmes, including Study Programmes, Adult, High Needs, Apprenticeships, T levels, A Levels, and Higher Education.

We are proud to have opened one of the biggest Institutes of Technology in the country. The South Central Institute of Technology (SCIoT) in Bletchley is a consortium of prestigious partners led by Milton Keynes College. We offer a hub of innovation and world-leading technological advancements with relentless dedication to future-proof the lives and skills of learners.

The College is a national provider of education services in prisons across the country. For over 30 years, we have worked with offenders in both custody and the wider community and currently work with 30 prisons across England. This includes public sector prisons and the privately operated HMP Fosse Way.

Founded on the principle of Further Education's ability to transform lives through learning, we're proud to create an environment that attracts the best colleagues and students from Milton Keynes and the surrounding areas and supports education in prisons nationally. The value we gain from the diverse communities we serve is immeasurable. We want all our colleagues, students and learners to feel they are an integral part of the College Group and together we will create an inclusive culture where everyone can contribute to College life and our collective knowledge and growth.

We know that education has the power to build fairer futures for all, and we know that we can't create real change on our own. That's why we work with key stakeholders across our communities - civic partners, employers, educational providers and third-party organisations to offer the best opportunities for our students to be the best they can be.

When applying for a role at the College Group, you can expect the same level of commitment towards diversity and inclusion as you'll experience when you've started with us. We treat all our applicants fairly and with respect, irrespective of their background, disability or any other individual characteristic. We particularly encourage applications from people with backgrounds which are currently under-represented within Milton Keynes College Group.

Milton Keynes College Group is a committed safer recruitment employer in line with Keeping Children Safe in Education (KCSIE). We take extreme care in ensuring the safety and welfare of children, young people and vulnerable adults.

All offers made to successful candidates are subject to satisfactory outcomes from a range of pre-employment checks including a Disclosure and Barring Service check (DBS). In addition, security clearance is required for all prison services positions up to Counter Terrorist Check (CTC) level. For more information, please visit our website and read our Safer Recruitment Policy.