



Job Title: Sixth Form Course Leader
Reports To: Director of Pre-Vocational Courses
Salary: £28,000.00 - £32,000.00 Depending on experience

About Us

Dancebox Studios & Theatre Works is a dynamic and industry-focused training institution dedicated to preparing talented young performers for successful careers in dance, musical theatre, cruise, cabaret, music tours, film, and TV. With a strong emphasis on technical excellence, creativity, and real-world experience, we offer a highly personalized and ambitious training environment for aspiring performers.

Role Purpose

The Sixth Form Course Leader is responsible for leading the Sixth Form programme, ensuring students receive high-quality training, support, and guidance. The role focuses on student achievement, curriculum quality, staff leadership, and preparing students for progression into vocational higher education training.

The Course Leader works closely with academic, pastoral, performance, marketing, and admissions colleagues to ensure a highly effective, aspirational, and well-coordinated student journey from enquiry through to progression.

Key Responsibilities

1. Leadership and Course Management

- Lead the day-to-day running of the Sixth Form course.
- Ensure high standards of teaching, learning, and student support.
- Help shape and develop the course to meet industry and educational needs.
- Contribute to strategic planning and continuous improvement.

2. Curriculum and Quality Assurance

- Lead curriculum delivery and ensure lessons are engaging, challenging, and relevant.
- Monitor teaching quality, student progress, and assessment.
- Use feedback and performance data to improve outcomes.
- Ensure all academic assessment, marking, internal verification, and standardization processes are completed accurately and on time.
- Support strong academic outcomes through effective oversight of progress, attainment, and qualification performance.
- Deliver and oversee practical teaching sessions, workshop and studio-based learning to support student development and industry readiness.
- Ensure students are well prepared for auditions, higher education, and vocational training.

3. Student Progress and Welfare

- Monitor student attendance, achievement, and progression.

- Ensure accurate tracking systems are in place to identify strengths, risks, and underperformance at an early stage.
- Work with pastoral staff to support students' wellbeing and development.
- Create a positive, high-expectation learning environment.
- Support students with progression planning, applications, and auditions.

4. Staff Leadership

- Support staff development and encourage best practice.
- Promote a collaborative and professional team culture.

5. Recruitment and Admissions

- Support student recruitment and enrolment targets.
- Participate in auditions, open days, and recruitment events.
- Work with marketing and admissions teams to promote the course.
- Help ensure applicants receive a positive experience throughout the admissions process.

6. Performance and Enrichment

- Coordinate performance opportunities, showcases, workshops, and industry experiences.
- Ensure students benefit from activities that enhance their skills, confidence, and employability.
- Build links with industry professionals and external partners where appropriate.

7. Operations and Compliance

- Support timetabling, scheduling, and course administration.
- Ensure accurate record-keeping and effective communication with students and parents.
- Maintain high standards of safeguarding, health and safety, equality, and student welfare.

8. Data and Continuous Improvement

- Track student achievement, retention, progression, and destination data.
- Produce reports and contribute to quality improvement plans.
- Use evidence and feedback to strengthen course performance and student outcomes.

Person Specification

Essential

- Degree in Dance, Performing Arts, Education, or a related subject.
- Experience teaching post-16 students.
- Experience leading or coordinating a course or curriculum area.
- Strong understanding of progression routes into vocational training, higher education, and the performing arts industry.
- Excellent organizational, communication, and leadership skills.

Desirable

- A recognized teaching qualification.
- Experience of quality assurance and curriculum development.
- Professional industry experience in dance or performing arts.

Personal Qualities

- Passionate about supporting young performers.
- Student-focused and approachable.
- Organized, proactive, and solution focused.
- Committed to high standards and continuous improvement.
- Able to balance creativity with educational excellence.