

Drama Facilitator Job Description

Bristol Academy of Drama is looking for a creative, confident facilitator to lead infant and junior school age classes on Saturday afternoons from December 2026. You will also contribute to holiday workshops and productions as part of our Bristol team.

Contract	Freelance, part time
Start	December 2026
Location	Venues across Bristol
Weekly shifts Available	Three hours on Saturday afternoons during term time, leading infant and junior school age classes
Reporting to	Artistic Director
Rates	Starting teaching rate: £25 per hour for weekly classes. Full-day holiday workshops and show days: at least £150 per day . Paid staff and production meetings are arranged at a separately agreed rate.

About Bristol Academy of Drama

Founded in 2017, Bristol Academy of Drama (BAD) runs weekly classes, holiday workshops and productions for children, young people and adults. We welcome students with a wide range of experience and help them develop confidence, creativity and teamwork through theatre. Our students contribute to the creative process and each has a meaningful part in our shows.

The role and availability

You will lead three hours of classes on Saturday afternoons during term time, working independently on site and reporting to the Artistic Director. You will be the lead member of staff in the room and manage the Drama Assistant during sessions. Agreed cover for other classes, productions and workshops offers additional work, with its volume varying through the year.

Availability for school holiday workshops is essential, alongside Saturday teaching, agreed cover and performances. We particularly need someone who can lead a two-day workshop during the December school holidays.

The role includes at least one main show weekend each academic year, two one-day showcases and the associated technical rehearsals. Holiday workshop programmes may run for one to five days, with dates agreed in advance.

What you will do

- Plan and lead lively, age-appropriate sessions in line with themes and goals agreed with the Artistic Director.

- Create an inclusive, supportive room where students can take creative risks, work together and build performance skills.
- Direct and rehearse students for shows and showcases, contributing to production planning with the Artistic Director and helping students arrive prepared to perform.
- Design and lead full-day workshops, and provide cover for other classes when agreed.
- Manage the Drama Assistant during classes by allocating tasks, giving guidance and ensuring they support students effectively.
- Manage student behaviour in line with BAD policies.
- Adapt your approach to students' needs and communicate sensitively with students and their parents or carers.
- Share relevant class updates promptly with the Artistic Director and administrative team
- Assess each teaching space before use, manage health and safety risks throughout the session, and follow the regulations of each venue BAD hires.
- Follow BAD's safeguarding, health and safety, behaviour and other policies and procedures; prioritise student wellbeing and respond appropriately in an emergency.
- Attend paid staff meetings at the start of each term and paid production meetings, as well as other meetings with the Artistic Director when required. Attend technical rehearsals and show days, and keep required records and administration up to date.

What we are looking for

- Experience leading drama sessions for children, ideally infant and junior school age groups, and directing or rehearsing performance work.
- Strong practical theatre skills and the ability to plan engaging activities for different ages and levels of confidence.
- Clear communication, sound group management and the ability to work collaboratively with assistants, colleagues and families.
- Reliability, preparation and availability for Saturday classes, agreed cover, performances and school holiday workshops, including the December workshop.
- A commitment to safeguarding and to creating an environment in which every student can participate and develop.
- A suitable DBS check on the Update Service, or willingness to obtain one before starting.
- Current first aid training, or willingness to complete it.

Website: www.bristolacademyofdrama.co.uk