

Job Specification – Assistant Coach

Position: Assistant Coach

Location: Jupiter Dance & Performing Arts, Cornwall

Reports to: Principal / Lead Teachers

Role Overview:

We are looking for a motivated and enthusiastic **Assistant Coach** to join the team at Jupiter Dance & Performing Arts. The successful candidate will support lead teachers in delivering high-quality dance, drama, and musical theatre classes across all age groups. This is an excellent opportunity for someone with prior experience or a willingness to **shadow and learn**, helping students develop their skills in a structured and creative environment.

Key Responsibilities:

- Support lead teachers in delivering lessons across dance, drama, and musical theatre.
- Assist with class management, organisation, and student engagement.
- Help prepare and maintain equipment, props, and resources for classes and performances.
- Observe and learn teaching techniques, following the guidance of lead teachers.
- Provide encouragement and support to students, fostering confidence and creativity.
- Attend staff meetings, workshops, and training sessions as required.
- Follow safeguarding procedures and maintain a safe and inclusive environment.

Requirements / Skills:

- **Level 2 qualification or above** in dance, drama, singing, or performing arts.
- Knowledge of performing arts and basic teaching or coaching principles.
- Prior experience assisting in teaching or a willingness to shadow and learn.
- Friendly, professional, and supportive approach.
- Ability to work collaboratively with staff and adapt to the needs of students.
- DBS clearance (or willingness to obtain) and adherence to safeguarding requirements.

Desirable:

- Experience supporting students of different ages and abilities.
- Interest in pursuing further teaching or coaching qualifications.
- First aid training.

How to Apply:

Please complete the **Jupiter Dance & Performing Arts application form** and email it, along with a covering letter, to **eve@jupiterdpa.com**. Shortlisted candidates will be invited to interview.