



JOB DESCRIPTION

JOB TITLE	Youth Theatre and Learning Manager (Maternity Cover)
DEPARTMENT	Education - Learning
REPORTS TO	Head of Learning
DIRECT REPORTS	Up to three staff. Currently: 1 x Youth Theatre and Learning Coordinator 2 x Education Administrators

INCLUSION STATEMENT

People are at the centre of the Globe's work. We create ways to enable our wide community to feel visible, and for everyone's contributions to the Globe's purpose to be heard and respected.

We value and respect individual lived experience and drive inclusion through mindful awareness, empathy, care and belief, with a commitment to regularly improve how we empower and support people to do their best work. We will be honest and acknowledge our present conduct, approach and intention, as everyone works towards a shared common purpose to create greater inclusivity.

THE EDUCATION DEPARTMENT

The Education Department:

Education is at the heart of Shakespeare's Globe. We run a year-round programme of activities, courses and events for schools, families, young people, universities, drama schools, scholars and the general public, both on and off-stage. Activities are aligned with values of social justice, access and Shakespeare for all, and delivered by the teams which make up this department: Learning, Education Producing, Higher Education, and Research & Collections.

The Learning Team:

The Learning team is a team of 10, which includes the Youth Theatre and Learning Manager and the Youth Theatre and Learning Coordinator. We coordinate all of Shakespeare's Globe's extensive activity for schools and teachers (serving over 80,000 students per year), and a range of activity for young people accessing our work outside of school settings (e.g. Globe Youth Theatre and our holiday Young Actors Courses).

PURPOSE OF THE ROLE & DESIRED IMPACT

Purpose:

The overarching goal for the postholder will be to drive educational and social impact on young people through our Youth Theatre programme and other work with young people and families.



While we pride ourselves on our expertise in developing young people's performance skills, we are equally driven by our core values of social justice, which means that we equally value the potential of our work to aid young people's social development by building their confidence, collaboration skills, connection to others through fostering friendships, and ensuring they enjoy their experiences with us.

Desired Impact:

- Improvements to young people's confidence, collaboration skills, new friendships, and enjoyment – this are the four areas of social impact that we evaluate our Youth Theatre provision against
- Development of young people's performance skills.
- Contributing to the development of colleagues in the Learning team, especially those you line manage, through your guidance, coaching and supportive approach.
- Maintaining a positive environment and experience for our freelance Globe Education Practitioners and Workshop Assistants who deliver our Youth Theatre sessions and other work with young people.
- Forging positive relationships with colleagues in Education and other departments across Shakespeare's Globe and collaborating to make progress towards our goals.

HOW YOU WILL WORK

The Youth Theatre and Learning Manager position sits within the Learning team with two primary areas of responsibility:

1. Overseeing the operations of our thriving Globe Youth Theatre, which runs every Saturday during term time and, as of September 2026, will serve c.200 young people aged 8-19.
2. Alongside this, the postholder also makes an important contribution to the smooth running of the wider Learning team as a line manager and part of the team's leadership group.

You will work closely with (and report to) the Head of Learning, but also have the support of other senior leaders in the Education department, with the Head of Education Producing as a key relationship.

Youth Theatre Responsibilities:

You will be the primary manager for Globe Youth Theatre, which is a weekly informal training programme taking place every Saturday during school term time. This is a programme management role, not a facilitation or delivery role, so you won't be delivering sessions to the young people who attend our youth theatre - sessions are delivered by our wonderful freelance Globe Education Practitioners. You will oversee the operations and quality of provision. Key responsibilities include:

- Managing the schedule, staffing, and other key operations for our weekly youth theatre sessions on Saturdays for c.200 members and c.10 staff (this programme is established, so you will not need to build these from scratch, but will be responsible for ensuring their continued smooth running).
- Managing the plan and logistics for two 'sharings' of work on the Globe's stages.
- Driving high standards in the delivery of our key areas of impact: confidence, collaboration, new friendships, enjoyment, and performance skills.
- Working to make our strategic goals for youth theatre a reality on the ground, especially our goal to increase the number of young people attending youth theatre for free (we have a bursary system with criteria for this based on family income, and other factors which have been shown to limit access to the arts or lead to inequality).
- Line managing and supporting the development of the Youth Theatre and Learning Coordinator, who plays a crucial role in achieving the priorities of your role.



- Overseeing the pastoral care systems for young people in our Youth Theatre, working closely with our Youth Theatre and Learning Coordinator, our practitioners, and with young people's families.
- Delivering robust evaluation of the Globe Youth Theatre provision (we have an established model for this, which can be built upon).
- With the support of senior leaders and the Youth Theatre and Learning Coordinator, acting as a point of escalation for permanent staff and freelancers delivering youth theatre and wider Education department work, especially on Saturdays when you will often be the sole manager on site.
- Supporting the delivery of Education work more broadly on Saturdays.
- Ensuring appropriate safeguarding procedures are followed at all times.

Wider Learning team responsibilities:

The core Youth Theatre team of two (this role and our Youth Theatre and Learning Coordinator) are part of the Learning team; a team of 10 permanent staff which coordinates all of Shakespeare's Globe's activity for schools and teachers, and a range of activity for young people accessing our work outside of school settings (e.g. holiday courses and public sessions). Alongside your responsibility for youth theatre, you will also play an important role as a manager within the Learning team. Learning responsibilities:

- Play an active and visible role as a leader in the Learning team, driving positive culture and acting as a source of support and guidance for team members.
- Line management of the two Education Administrators in the Learning team (in addition to the Youth Theatre and Learning Coordinator).
- Take a positive, coaching approach to line management and supporting the team.

WHAT SUCCESS LOOKS LIKE

- You will build very strong relationships with the Learning team, the wider Education department, and our freelance pool of Globe Education Practitioners and Workshop Assistants.
- Your direct reports will continually develop as a result of your coaching, support and management and will be delivering their work to a high quality.
- Our Globe Youth Theatre provision will continue to perform strongly against our evaluation objectives, centred on young people's confidence, collaboration, new friendships, and enjoyment, alongside their performance skills.
- Families with young people attending our Youth Theatre will feel that communication from the Globe team is clear and effective.

PERSON SPECIFICATION**Essential Skills & Experience**

- A track record of working successfully in a Youth Theatre setting.
- Experience of managing direct reports with the ability to lead, motivate and inspire.
- A positive and empathetic mindset and communication style, enabling you to build rapport and work well with people.
- A demonstrable passion for helping young people to learn and broaden their horizons, especially those who experience inequality
- An anti-racist approach and mindset.
- Commitment to continuous improvement, of self, of staff, of service.



Experience in the following areas is not essential, but would be useful to role:

- A demonstrable understanding of different youth provision, both inside and outside formal education.
- Working to engage young people and families in a similar context to the Globe, for example: theatres, social enterprises, charities, arts organisations, heritage organisations, museums, government, or other relevant bodies.
- Management in arts organisations.
- Management in social enterprises, or other organisations that have a social impact on young people.
- Project management.
- Coaching team members to empower and develop them.
- A relevant degree (for example: Drama/Theatre, Arts Administration, Education).
- Knowledge of Shakespeare's work.
- Experience in theatre or drama.
- Experience of delivering practical approaches to engaging students with Shakespeare.

TERMS & CONDITIONS

Fixed-term contract for 12 months (maternity cover).

This position is subject to an enhanced DBS check. *A full set of terms and conditions will be supplied with a contract of employment.*

Salary: £37,157 per annum.

Hours: 35 per week, exclusive of breaks. Additional hours at evenings and weekends may be required for which time in lieu may be granted. There are no extra payments for additional hours worked.

The work pattern for this role is **Tuesday to Saturday, 9am to 5pm.**

Holiday: The annual holiday leave is **25 days** per calendar year (full-time equivalent) plus Bank Holidays. One day of additional annual leave every service anniversary up to 28 days (full-time equivalent).

Bank holidays are added to the post holder's annual leave allowance in lieu, because this role does not work on Mondays.

This job description is not a contract but is provided for an employee's guidance on the way in which the duties of the post are to be carried out. The content of the job description may change from time to time, and the employee will be consulted over any substantial changes.

As a term of employment, you may be required to perform work not specifically mentioned above commensurate with the scope of your role within Shakespeare Globe Trust.