



Director of Drama - September 2026
Full-Time



We seek to appoint from September 2026 a well qualified, enthusiastic and energetic Director of Drama



About St Catherine's School

St Catherine's was founded in 1885 and in 2025 celebrated 140 years of successful education for girls. The School is an Independent Church of England Day and Boarding School, in membership of the Girls' Schools' Association and the International Coalition of Girls' Schools, with 770 pupils aged between 3 and 18. The Prep School has 220 pupils aged 3 to 11 and the Senior School 550 pupils aged 11 to 18, of whom some 165 are in the Sixth Form and 150 are boarders aged 11 to 18. The School is situated in a 25-acre site in the village of Bramley, three miles south of Guildford off the main Horsham Road (A281) and on the edge of the Surrey Hills Area of Outstanding Natural Beauty.

St Catherine's is a selective academic girls' school which prides itself on its excellent A Level results and the university places which all its leavers secure, including good numbers at Oxbridge. However, this is not at the expense of our commitment to the broader ideal of an all-round education for all our pupils, which will prepare them for full and happy lives as well as successful careers.

The School underwent a full ISI Inspection under their new framework in October 2023 and the Inspectorate's report along with an Executive Summary from St Catherine's may be viewed [here](#). Our Good Schools Guide Reviews can be found [here](#) along with Parent Testimonials which can be found [here](#).

Personal and Professional Qualities Required

The successful candidate will join a thriving department where high standards are expected of staff as well as pupils, but in a lively and supportive atmosphere. The emphasis is on enjoyment of Drama, presenting this area of study as relevant and worthwhile in the modern world as well as enriching and fulfilling in itself. The subject is taught throughout the Senior School to GCSE, AS and A Level and is very well represented in the extra-curriculum through both school productions and those directed and produced by girls.

We are therefore looking for an enthusiastic, effective and experienced teacher, passionate about Drama and with a strong record as a classroom practitioner and Director of productions. In addition to an excellent degree/relevant qualifications and teaching experience, the successful candidate will be able to demonstrate the ability to organise other people, communicate needs and plans both to the department and Senior Leadership Team, and to motivate others.

He/she will have strong leadership potential and a real desire to promote the subject throughout the School, to manage a team of staff and contribute to the wider team of Heads of Department (HoDs) in a highly academic environment.

The post offers applicants either a chance to move into management for the first time as a Head of Department, or an opportunity to gain further experience for an existing Head of Drama.

Strong administrative and ICT skills will be essential.



The Department

The Department's chief aim, as well as establishing essential drama skills, is to develop an understanding and appreciation of the theatre and the performing arts. It also aims to offer every pupil the opportunity to develop their confidence, develop imaginative and analytical thinking and expression and move forward with sensitivity and understanding in the world around them.

The Drama Department currently consists of a full-time Director of Drama, one part-time colleague, and a part-time Director and Producer in Residence. The Anniversary Halls Auditorium is staffed by a full-time Technician who is a member of the Drama Department team. Two further self-employed colleagues run and teach LAMDA classes. There are two Sixth Form Drama prefects who share a high profile status in the team of School prefects and provide support and practical help when required, particularly with regard to the annual drama productions. A Sixth Form Theatre Studies mentor is responsible for the promotion of the subject at relevant option evenings in the school calendar and as a point of contact for pupils. We also have 6th Form Scholars who run a Middle school drama club and as of September 2026 we will be introducing U3 scholars who will be offered a programme of extra-curricular activities and subject specific support.

The full-time Anniversary Halls technician oversees all technical aspects of the theatre and is a part of the teaching team assisting on the GCSE and A Level courses where applicable and also coaching in the extra-curriculum, allowing the department to offer technical as well as performing options on the public examination courses and as a general interest beyond the curriculum for girls who are interested.

The Drama Department was first fully established at St Catherine's in 1998 and it is now a thriving department with all pupils studying the subject in the first two years of the Senior School. They can then opt for Drama as part of their Creative Arts curriculum in year 9 and then at GCSE and Theatre Studies at A Level. The A Level groups have occasionally taken their devised pieces to the Edinburgh Festival Fringe and been very well received.

A number of our Theatre Studies girls have gone on to study Performing Arts as well as Technical Theatre options such as stage management, lighting and sound design at universities and drama schools including: RADA, LAMDA, Italia Conti, Arts Ed, Mountview Theatre School and the Welsh College of Speech and Drama. Famous alumnae include: Dorothy Tutin, Juliet Stephenson, Poppy Drayton and Ali Dowling.

The Curriculum

All girls study Drama for 3 years in the Middle school as part of the Creative Arts carousel system. Basic drama skills are taught, using text and improvisation as the main tools with the aim to expand pupils' imagination and self-confidence, develop their understanding of different emotions and situations, their ability to co-operate with others and open their ideas to the world of Drama. At the end of year 9 girls can opt to continue their studies at GCSE and A Level (AQA).

Productions, performances and extra-curricular activities

GCSE and A Level examination performances take place before an audience in the Senior Drama studio. There are currently two annual full productions – Middle School (Years 7-9) and Senior School (Years 10-13) - with a whole school musical every second year. At present the two full-time members of staff work on both productions with the Director of Drama producing the Middle School production and directing the Seniors and the Assistant teacher directing the Middles and producing the Seniors. Drama staff have slightly reduced teaching timetables as they are involved in after school and weekend rehearsals.

Other drama events include an annual House Drama competition where each of the Six Houses writes and stages its own 30 minute play to a theme devised by the Housemistresses and Housemaster in consultation with the Director of Drama, and a Sixth Form musical which are organised entirely by the girls. The Director of Drama is responsible for finding a prestigious adjudicator for the house competition.

LAMDA classes take place throughout the year and these are organised by a specialist teacher.

Public Examination Results

Results are always impressive, most recently GCSE grades were:

9 = 37.5%

8 = 43.75%

7 = 12.5%

6 = 6.25

For A Levels we achieved:

A* = 50%

A = 25 %

B = 25%



Requirements of a Head of Department at St Catherine's Senior School

Heads of Departments are expected to be first rate practitioners in their subjects and to lead and manage their departments, ensuring that their subject is taught enthusiastically and effectively. Heads of Department are accountable to the Head via the Senior Leadership Team for the successful delivery of their subject and are expected to ensure that all members of their department are aware of and follow School Aims and Policies. Heads of Department teach 30/45 periods per week. They have a wide range of responsibilities.

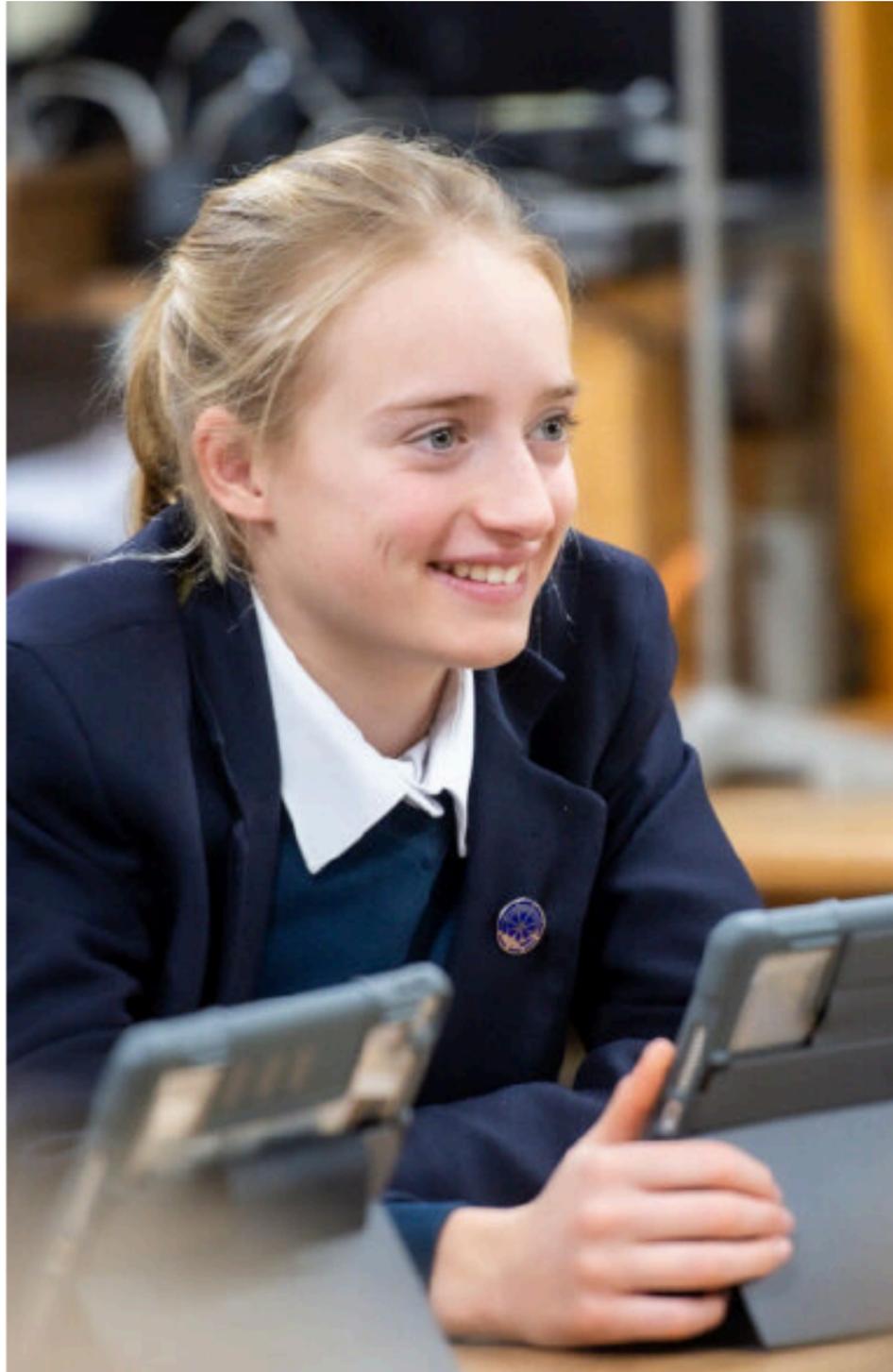
The successful candidate will be expected to:

- be focused on Safeguarding of pupils at all times and be up to date with reading and understanding *Keeping Children Safe in Education (KCSIE)*.
- ensure that the department assists each pupil to reach their full potential in the subject through implementation of rigorous ongoing assessment processes in line with school policy.
- keep up to date with changes in the National Curriculum, GCSE and A Level specifications and ensure their implementation at school as appropriate.
- be responsible for internal school examinations and entries for external examinations.
- be responsible for departmental health and safety and risk assessments in line with Whole School Policies.
- devise and carry out a programme of routine lesson observations and marking scrutiny of all department colleagues, in support of their continuing professional development, the sharing of best practice, and the consistency of standards in the classroom and marking practice across the department.
- appraise departmental members in line with School Policy, identifying and developing the skills and strengths of all members of the department.
- organise cover for an absent teacher, within the department in the first instance if possible.
- be responsible for the departmental budget, ordering and maintaining departmental resources.
- attend Parents' Evenings and Open Mornings/Evenings, and deal with queries from parents.
- allocate teaching groups/lessons within the department, liaising with the Head, Deputy Head (Academic) and the Examinations Officer/Timetabler as necessary.

- liaise with the Deputy Head (Academic), School Housemistresses and Housemaster, House Tutors and Sixth Form Tutors, Academic Mentoring Department, Head of Careers and Oxbridge Co-ordinator as appropriate.
- attend twice-termly twilight Heads of Department meetings, reporting back to the department as necessary, and take a turn, on rotation with the HoDs of Geography, History and RS, to represent the humanities subjects on the Curriculum Development Committee.
- lead weekly departmental meetings and arrange for minutes to be taken and circulated to the Senior Leadership Team promptly.
- play a part in the delivery of the new teacher or ITT/ECT induction programmes where relevant in line with School policies.
- engage with and take an active part in the GSA South Central Region Cluster Group for your subject - a local networking group within Girls' schools locally - and take a turn to host and run an event for colleagues from time to time.
- organise Drama Department educational visits and outings in line with School policy.
- assist the Head in the selection and appointment of members of the department.
- advise the Senior Leadership Team and Head on all matters relating to their subject.
- become involved with extra-curricular activities relevant to the department, including educational visits, and to the School as a whole, depending on the interests/particular talents of the candidate.



Being an iPad School



We are committed to using digital learning alongside traditional educational values to offer the best of both worlds. The technology is there to support the learning. We make use of the iPads to redefine what we can do in a classroom to encourage collaboration, and to stretch, challenge and support students.

In 2014 St Catherine's became an iPad School, and all students from Year 5 to Year 10 have iPads that are the property of the School and are managed by the IT Department. Years 11 to 13 have their own iPads and/or laptops of choice in the Sixth Form.

A laptop is provided by the School for teaching in the Senior School. The School utilises a variety of screen-mirroring solutions and projectors/LFDs. Additional facilities include visualisers, microphones and motorised desks which are commonplace. Staff are required to ensure that all resources needed for teaching are made available in an electronic format (Microsoft Teams/OneNote are our core educational tools) for downloading by girls and interacting on the iPad.

Strong general ICT skills are therefore a requirement, though high levels of technical ability in ICT are not. ICT training and support are thoroughly delivered and supported to all colleagues.

Support is freely available to all staff from the Director of Digital Technologies and the Head of Digital Learning.

Extra-Curricular Activities

All members of staff are asked to make a contribution to some areas of the extra-curriculum and from time to time to assist with an occasional evening event to help support events like the school plays or major concerts. These can often be combined with watching the girls in action in another sphere from the classroom and seeing another side to them which can be very helpful.

All part-time and full-time staff also contribute, pro rata, to supervising Day Girls prep time in the Library after school from 4.30 to 5.30 p.m. or 5.30 p.m. to 6.30 p.m. respectively roughly twice per term. Part-time colleagues are asked to staff the earlier slot that fits in with their timetables.



Statutory ECT Induction, Staff Induction, Staff Review and Continuing Professional Development

The School offers statutory ECT induction, as provided by the Independent Schools' Council, and a strong and well-established system of mentoring and support for ECTs. We have a well-established Initial Teacher Training Programme and consider applications from good graduates seeking school-based teacher training. All new staff are given electronic access to a Staff Handbook and School Policies well ahead of their joining the School and are given full induction training at the start of their first term. Subsequent twilight sessions also offer training in other specific areas, e.g. report writing.

The School is committed to the continuing professional development of its staff and there is an annual review procedure, conducted by a line manager. INSET opportunities are provided for the whole staff three times a year, and for individual staff, often arising out of discussions during the annual review.

St Catherine's School is committed to the proper Safeguarding of its students. All staff are required to undertake Child Protection Training as part of their induction and every three years thereafter, and to undertake Prevent training.

Pastoral Roles

Full-time roles usually come with pastoral responsibility for a small tutor group. If such a post is not available initially, other opportunities will arise from time to time and will be advertised in the Staff Room.

Whilst every effort has been made to outline the main duties, responsibilities and requirements of the post, the list is not exhaustive. The successful candidate will be expected to comply with any reasonable request from their direct line manager or other members of the management/leadership team to undertake work of a similar level that is not specified in this job description.

It is understood that areas of responsibility are from time to time subject to review and change in light of the changing needs of the school environment and the professional development of the staff. This job description may therefore be amended from time to time.



Remuneration

Salary will be based on the St Catherine's Salary Scale and will be commensurate with the qualifications and experience of the candidate.

Accommodation

Accommodation on site may be available in return for boarding duties. Opportunities can be explored at interview.

Other Benefits

- Lunch is provided daily and all staff enjoy access to the School's leisure facilities for a small one-off joining fee: pool, tennis courts, squash court, fitness suite - when these are not in use by the girls or other visiting courses. Other meals will be provided if staff are required to work during the evenings. Other meals such as breakfast and supper may be taken regularly for a very modest charge, payable in advance.
- A fee concession is offered for the education of daughters of staff at St Catherine's, if a place is available and the girl passes the entrance examination. For part time staff any fee concession is calculated on a pro rata basis.
- From September 2026 new Teaching Staff will be automatically enrolled in the School's Defined Contribution Scheme, expected to be APTIS (through Aviva).
- St Catherine's offers a health cash plan, which covers an individual employee and their family members. The plan provides cash to pay for a range of services including dental, optician, physio, hospital, prescription services, 24 hour GP and personal accident to name a few, and is a taxable expense. This benefit is reviewed annually.
- The school offer a cycle to work salary sacrifice scheme, 25 days holiday per year (pro rata for part time staff) and free parking.
- Full-time teaching staff in the Senior School currently have an allocated free half day each week, usually an afternoon, or some other equivalent block of non-contact time, if this can be timetabled. However, this is a non-contractual privilege and it is expected that the member of staff would remain in school during this time if there were a special school event requiring his/her attendance, or if he/she needed to catch up on work after some days' sickness leave, for example, or an INSET day out of School.



Applications

The application should be completed on My New Term using the link to job opportunities below by 12 noon Monday 16th March and should take the form of:

- the completed My New Term Application Form provided with these details/found on the School website at www.stcatherines.info/welcome/job-opportunities
- a curriculum vitae if you wish to submit one to complement the above

Applications will be assessed in order of receipt and interviews may occur at any stage after applications are received. Please apply as soon as possible.

Candidates will have their applications acknowledged and if you do not hear from us after a few days, please contact the HR Administrator by email on jobapplications@stcatherines.info.

Thank you for your interest in St Catherine's School.

Emma Watson, Head
March 2026



St Catherine's School BRAMLEY

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Patron: Her Majesty The Queen
Registered Charity Number: 1070858