

CATCHLIGHTS PERFORMING ARTS TEACHING ASSISTANT RECRUITMENT PACK

ROLE OVERVIEW

Role Title: Performing Arts Teaching Assistant

Contract Type: Freelance

Start Date: April / May 2026

Location: Various locations across the Shrewsbury & Shropshire area

Catchlights are recruiting new **Performing Arts Teaching Assistants** to support Performing Arts classes for students aged 0 - 19. This role is ideal for reliable, enthusiastic individuals interested in the performing arts and helping young performers thrive.

ABOUT CATCHLIGHTS

Catchlights is a **youth production and training company** for performers aged 0 - 19, creating high-quality theatre and on-screen work while providing meaningful, professional training. We combine real creative outcomes with structured training to give young people opportunities to develop their skills, confidence, and love of performing.

Our environment is student-focused, creative, and supportive, with high standards balanced by warmth and enjoyment. We believe young performers thrive when they feel inspired, challenged, and cared for, and our teachers play a central role in delivering that experience.

People are at the centre of everything we do. By investing deeply in our students and staff, we build strong relationships and create meaningful opportunities for growth. Alongside weekly training, we produce stage shows, filmed projects, and wider experiences that help young people connect to the performing arts. Community is central to our work, with regular events, trips, and shared experiences that strengthen bonds between students, staff, and families.

Catchlights is entering an exciting period of growth, and this role offers the chance to help shape the future of the organisation and be part of something ambitious and inspiring.

ROLE DESCRIPTION

As a Teaching Assistant, you will:

- Support lead teachers in classes for ages 0 - 19
- Help manage behaviour, transitions, toilet trips, and student safety
- Assist in delivering activities, with opportunities to lead sections under supervision
- Support students of all abilities and experience levels
- Contribute to rehearsals, showcases, filmed projects, and social media content
- Build rapport with students and maintain positive relationships with parents
- Represent Catchlights professionally on stage, on camera, and in person

PERSON SPECIFICATION

Essential Requirements

Applicants must:

- Be confident supporting a lead teacher with singing, dancing, and acting
- Have an interest in developing teaching & performing skills / experience
- Be comfortable working with mixed abilities
- Be reliable, organised, and consistent
- Be able to travel to venues across the Shrewsbury & Shropshire area
- Be confident on camera and on stage
- Have a genuine passion for inspiring and working with children / young people
- Be a positive role model and uphold professional standards at all times
- Hold evidence of safeguarding training
- Hold an Enhanced DBS certificate (or be willing to obtain one)
- Have the right to work in the UK

Desirable Requirements

The following are highly desirable but not essential:

- Previous experience supporting young people
- Previous performance or teaching experience
- Formal qualifications in performing arts or education
- First Aid certification
- Experience contributing to productions or showcases

BENEFITS & OPPORTUNITIES

- Competitive freelance rates, dependent on experience
- Consistent weekly work during term times
- Opportunities to assist on additional projects, productions, and filming throughout the year
- Free tickets to selected theatre and live productions through Catchlights staff and community trips
- Opportunity to develop teaching skills and experience, with clear pathways for progression & career development

RECRUITMENT & HIRING PROCESS

Our recruitment process takes place in stages, with candidates shortlisted at each step before progressing.

Stage 1: Application

Applicants submit an online application via our Vacancies page, including a showreel or self-tape to demonstrate ability in performing / teaching.

Stage 2: Informal Interview

Shortlisted applicants are invited to an informal interview to discuss experience, approach, and alignment with Catchlights.

Stage 3: Assessment Session

Selected candidates take part in a group assessment session alongside other applicants. This will involve leading short teaching activities, both prepared & improvised, as well as participating in a variety of creative exercises.

Stage 4: Paid Trial Shift

Candidates who reach the final stage will take part in a paid trial shift within a live class environment. During the session, candidates will support parts of the class, giving us a real view of teaching style, group management, and how they work with young performers. This stage is designed to be as supportive and realistic as possible.

As part of the our commitment to safer recruitment practices, candidates will be required to provide two references (at least one industry-related), right to work documentation, evidence of safeguarding training, and an enhanced DBS certificate (or willingness to obtain one) before being able to take part in Stage 4 of the recruitment process.

HOW TO APPLY

Applications should be submitted via the **Vacancies** page on the Catchlights website for your desired role.

Applicants will be asked to complete an online form and upload a **showreel or self-tape** demonstrating relevant performing and/or teaching experience.

JOIN THE TEAM

If you are passionate about the performing arts and looking to support & inspire young performers, contribute creatively, and help shape the future of a growing youth training and production company, we would love to hear from you.

This is a chance to join a supportive, ambitious team and make a real impact on students aged 0 - 19 across the Shropshire area and beyond.