

## Job Description

<b>Job Titles:</b>	Ballet Mistress and Repetiteur
<b>Department:</b>	Artistic
<b>Reports to:</b>	Artistic Director, Executive Ballet Master

### BACKGROUND AND CONTEXT

ENB has always been a pioneering ballet company and our mission is to take world-class ballet to as many people as possible, wherever they are and whatever their means. We tour annually to numerous UK towns and cities, as well as prestigious venues worldwide.

In 2015 we embarked upon an ambitious capital project to relocate from our limited rehearsal premises in Kensington to a new purpose-built home on London City Island (LCI). The new building is a 93,000 square foot industry-leading centre for dance, where ballet is created, taught, rehearsed, developed, and shared with our audiences. With significant backing from Arts Council England, the Greater London Authority and the generosity of a significant number of philanthropists and trusts, we successfully completed a £36m capital campaign and moved into our new home in July 2019.

Our new building combines a unique production studio, modern training facilities, teaching and rehearsal studios, and spaces for the public to view us at work, eat and drink in a state-of-the-art environment. As well as using the building to develop ENB's own work, the space also enables us to welcome the public, other artists and partners that we collaborate with, hold our own events, hold public ballet classes, deliver our outreach and engagement programmes, as well as external event hirers and their guests.

### KEY RESPONSIBILITIES

#### Studio rehearsals

- To assist choreographers and producers in the staging of new work, record and document changes in choreography as required.
- To rehearse and maintain standards of existing repertoire, maximising dancers' technical and artistic capability, and in the absence of the original choreographer or producer, be fully conversant with the choreographer's artistic intentions – including preparation and learning of these works using videos and/or notation scores provided by the Company
- To support the maintenance of dancers' technique by providing general training (class) to an outstanding level, and deliver individual and remedial coaching as necessary to all ranks of artists, soloists and principals as appropriate
- To ensure the Company *Agreement of Conduct* is implemented and respected in rehearsals by choreographers, repetiteurs, guest teachers and dancers
- To liaise with the Artistic Co-ordinator to discuss the weekly rehearsal schedule
- To commit to maintaining effective team-working within the studio, exemplifying genuine collaboration

#### Production rehearsals and performances

- In conjunction with the Artistic Director, Executive Ballet Master and ballet staff, monitor stage rehearsals to ensure that all choreography is accurately reproduced and monitor performances to ensure that artistic and professional excellence is maintained
- To provide regular performance feedback to company dancers as appropriate

- To contribute to the casting of all performances - both general and daily, in addition to facilitating all amendments to daily casting at each performance venue

### **Management**

- To Line Manage an allocated group of dancers in the Company (as specified by the Artistic Director) and to document these meetings by creating a digital record (Line Management guidelines will be provided)
- To provide input for dancers' evaluation/appraisal meetings and attend meetings for the allocated group of dancers Line Managed (as above)
- To assist with the effective management of the Company so that a high level of professional excellence and morale is maintained
- To monitor individual dancers' professional standards in rehearsal and performance, providing feedback and guidance as appropriate
- To mentor company dancers who are assisting in rehearsals, and ensure they understand and respect the *Agreement of Conduct*
- To attend all artistic team meetings and full Company meetings
- To assist in developing and maintaining effective team-working within and between departments and locations
- To assist in the auditioning and recruitment of dancers for the Company and provide feedback on auditionees to the rest of the Artistic Team
- To check emails regularly and send/receive/file emails for digital documentation
- To keep updated on information related to the Company's schedule, artistic vision, current dancers, upcoming productions, rehearsals and performances
- To deliver other such duties as may reasonably be required by the manager or directorate

### **Medical**

- Liaise with the Medical Department regarding dancers' injuries/illness; keep a regular check on the treatment that dancers are receiving, plus any remedial treatment necessary. Share this information with the rest of the Artistic Team as appropriate
- To liaise with Artistic Co-ordinator regarding dancers' appointments with outside consultants

### **Other**

- To Liaise with the Artistic Co-ordinator and the Shoe Supervisor to ensure that a satisfactory service is provided to all dancers in your Line Manager group

### **General**

- To participate in the provision of a safe working environment, adhering to the Company's Health & Safety Policy at all times
- To maintain a strong team ethic within the department and Company
- To attend an Annual Appraisal with the Artistic Director

### **Authority**

- To assess and communicate effectively the rehearsal requirements to dancers and lead rehearsals
- To facilitate amendments to the casting as needed (consulting the Artistic Director/Executive Ballet Master/ Artistic Coordinator where appropriate)

## **PERSON SPECIFICATION**

### **Experience and knowledge**

- A dancer or former dancer with professional performance experience
- Experience of teaching professional dancers (at least 2 years is desirable)
- A recognised teaching qualification would be desirable
- Expertise in leading and inspiring dancers in classes and rehearsals

## **Skills and abilities**

The candidate will:

- Have excellent interpersonal skills and a responsible attitude
- Be able to build a collaborative relationship with the Artistic Director and the Ballet Staff
- Have capacity to be flexible with hours and tour with the company frequently

## **Mind Set and Attitude**

- Reliable and self-motivated
- Performance driven, with a professional and ethical approach in all aspects of your work as an ambassador for the Company.
- Acute self-awareness and empathy of others, which can be applied to a progressive and demanding arts and dance environment.
- Positive enthusiasm for ENB and the performing arts generally
- Operate with integrity and confidentiality at all times
- Demonstrate commitment to equality, diversity, and inclusion
- An excellent ambassador for ENB with a strong commitment to ENB's values and mission
- Passion for the performing arts and knowledge of the classical ballet world in particular

**This job description is a guide to the nature of the work required of the Ballet Mistress & Repetiteur and does not form part of the contract of employment. It is neither wholly comprehensive nor restrictive and therefore does not preclude change or development that will inevitably be required in the future.**