



Dance Specialist

To apply, please complete the application form [here!](#)

At UKLC, we provide residential and homestay English language and activity programmes for international students aged 11-17 years. Our aims are simple: to Educate, Inspire and Enrich future generations. We are passionate about providing life-changing experiences for young international learners.

As a Dance Specialist, you will lead the planning and delivery of a fun, safe, and inclusive dance programme. By engaging students in creative expression and movement, you will help them gain confidence, build skills, and create lasting memories.

Job Description

Contract Type: Fixed Term

Reporting to: Excursion and Activity Manager and Activity Coordinator.

Opportunity for Progression: Activity Coordinator or Excursion and Activity Manager.

Pre-Summer Preparation

- ✓ Attend the pre-summer online training.
- ✓ Attend the company and activity team inductions.

Dance Programme Delivery

- ✓ Plan and deliver an engaging dance programme ensuring that the students are involved and enthusiastic.
- ✓ Ensure all dance activities are safe and inclusive, fostering an environment of enthusiasm and creativity.
- ✓ Collaborate with the Excursion and Activity Manager and Activity Coordinator to align the dance programme with the overall activity schedule.
- ✓ Maintain and manage dance equipment and materials, ensuring everything is prepared before and returned after each session.
- ✓ Prepare students for the final showcase, ensuring choreography highlights their talents and celebrates their progress.

Teamwork and Communication

- ✓ Maintain the good name and reputation of UKLC at all times.
- ✓ Provide regular updates to the Excursion and Activity Manager and Activity Coordinator on session plans and outcomes.
- ✓ Collaborate with other specialists and team members to ensure the smooth running of the programme.
- ✓ Work with the team and group leaders to maintain team and student discipline.



Feedback and Administration

- ✓ Feedback regularly to the Activity Coordinator and Excursion and Activity Manager.
- ✓ Read, understand and sign off to all risk assessments for the dance programme.
- ✓ Deal quickly and effectively with student and group leader queries regarding the dance programme.
- ✓ Regularly help to update information regarding the dance programme on the noticeboard.
- ✓ Maintain accurate records of activities, including attendance and feedback forms. Provide constructive feedback on the dance programme to inform future improvements.
- ✓ Complete end-of-contract feedback to support programme development.

Safeguarding and Professionalism

- ✓ UKLC is committed to implementing our Safeguarding policies and procedures. Click [here](#) to read our Safeguarding policy. All successful candidates will need to complete Prevent and Safeguarding e-learning.
- ✓ Read and adhere to the Operating and Safeguarding Handbook, Activity Handbook and maintaining good standards of Health and Safety at all times.
- ✓ Dress appropriately at all times.
- ✓ Maintain an entirely professional manner at all times and in all dealings with students.
- ✓ Ensure the safety and welfare of students at all times.
- ✓ Adhere to health and safety standards and ensure all activities comply with risk assessments.
- ✓ Maintain professionalism in all interactions with students, the team, and group leaders, upholding the reputation of UKLC.

Working Hours

In a non-zig-zag centre, you will deliver three sessions of dance a week. Each session will run from 2pm – 5.30pm and will include two 15-minute unpaid breaks.

In a zig-zag centre, you will deliver six sessions of dance a week. The sessions will run from 9am – 12.30pm and then from 2pm – 5.30pm. Each session will include two 15-minute unpaid breaks.

Salary and Benefits

- ✓ All salaries are paid monthly in arrears.
- ✓ Holiday pay added to final pay packet.
- ✓ Hourly salary of £18.
- ✓ This is a non-residential position.



Person Specification

- ✓ Essential
- Desirable

Experience

- ✓ Experience of teaching and working with young people.
- ✓ Experience teaching dance.
- Experience of working in a summer school.

Qualifications

- ✓ Recognised dance qualification preferably with pedagogical teaching focused module.
- Undergraduate degree or equivalent in dance or currently working towards one.
- Relevant First Aid qualification.

Skills and Knowledge

- ✓ Committed to ensuring the safety of students.
- ✓ Knowledge of different genres and styles of dance (see sample programme breakdown below).

Personal Qualities

- ✓ Adaptability and flexibility.
- ✓ Boundless energy and enthusiasm.
- ✓ Excellent communication and motivational skills.
- ✓ Willingness to learn and adopt new teaching methods.

Legal Requirements

- ✓ Full right to work in the UK.

Safer Recruitment Checks

- ✓ Minimum of 2 reference checks.
- ✓ Enhanced DBS Check.
- ✓ Overseas Police Check (if applicable).



Sample Dance Programme

As a Dance specialist, you could work between six to twelve sessions per fortnight depending on the centre. A session is defined as approximately three hours in the morning or afternoon.

Some of our bigger centres are on a zig zag programme wherein the dance lessons happen in the morning and the afternoon.

Session Overview

Sample Daily Session Timings (based on afternoon activities)

- Hour 1: 2pm -3pm

Focusing on warm up and ice breakers. At barre if this is available.

Break (15 Minutes)

- Hour 2: 3.15pm – 4.15pm

Focusing on centre work and movement combination.

Break (15 Minutes)

- Hour 3: 4.30pm – 5.30pm

Focusing on preparation for the final showcase.

Drama Programme Topics (based on a 6 hour programme)

- **Lesson 1–2:**

Main Style: This will cover a 3 minutes' worth of choreography. This main style will be very much dependent on the teacher. Styles could include but are not limited to Jazz, Hip Hop, Video Dance, Contemporary and Musical Theatre.

- **Lesson 3-4:**

Secondary Style: This will cover a 3 minutes' worth of choreography. This secondary style will again be very much dependent on the teacher. Styles could include but are not limited to Jazz, Hip Hop, Video Dance, Contemporary and Musical Theatre.

- **Lesson 5:**

Extra Style: This will cover a short 1 minutes' worth of choreography. Again, this style will be very much dependent on the teacher. Styles could include but are not limited to Jazz, Hip Hop, Video Dance, Contemporary and Musical Theatre.



- **Lesson 6:**

Showcase Rehearsals: This would comprise of full rehearsals of the two plays on the performance stage in preparation for the final showcase. Liaison with the Drama Specialist regarding the performance space would be required.

Available Centres

You will also need to attend in-person company and role specific induction prior to starting your contract. Specific dates and times will be set closer to the time. Induction is paid at a fixed rate and will start a few days before the official centre opening dates.



Dean Close School, Cheltenham (2nd July – 13th August 2025)

- Zig-Zag Programme
- Week 1: Thursday, Saturday and Monday
- Week 2: Wednesday, Friday and Monday



Queen Anne's School, Reading (6th July – 10th August 2025)

- Zig-Zag Programme
- Monday, Wednesday and Friday



Chetham's School, Manchester (6th July – 3rd August 2025)

- Zig-Zag Programme
- Monday, Wednesday and Friday



St Swithun's School, Winchester (13th July – 10th August 2025)

- Zig-Zag Programme
- Monday, Wednesday and Friday

Join Us!

As a Dance Specialist at UKLC, you will play a pivotal role in creating meaningful experiences for young learners. Bring your energy and enthusiasm to inspire students, enrich their lives, and help deliver a summer they will never forget.

Ready to inspire? [Click here to apply!](#)

This job description is an outline of your main responsibilities. Within the context of your contract of employment, the company may, within reason, request you undertake other tasks and duties as needs dictate.

