

INTRODUCTION

The Assessor Panel of Professional Performing Arts Diploma exists in order to enable Trinity to deliver assessments when and where required internationally and consistently.

Membership of the Professional Performing Arts Diplomas panel is undertaken on an individual basis by self-employed professionals who agree to abide by Trinity's Terms & Conditions.

Trinity enters into an annual Agreement setting out the guidelines under which a Panel Member's services will be sought on the basis of the levels of activity which apply in any given year for the Professional Performing Arts Diplomas and across the range of territories in which Trinity operates.

Applications to join the Trinity Panel of Professional Performing Arts Diplomas should be made to the Panel Development and Standardisation team.

Initial appointment to the Panel of Professional Performing Arts Diplomas follows a selection process which involves completing an application form (with details of relevant qualifications and experience), and attendance at an examiner selection event, which may or may not include training. An invitation to join the panel is conditional on the following criteria being met:

- Provision of Disclosure and Barring Service (DBS) check acceptable to Trinity as well as proof of eligibility to work in the UK.
- Proof of qualifications and two references that are satisfactory to Trinity.

A trainee assessor's training programme may be terminated at any time at the discretion of the Head of Panel Development and Standardisation or nominated deputy. Continuing membership of a panel depends upon evidence of the individual's good practice during the preceding years, availability for training, standardisation, suitable availability on the part of the Panel Member and overall need (i.e. level of activity) in each given area of specialisation.

Senior members of the Panel of Professional Performing Arts Diplomas will monitor good practice throughout the year. Panel members must inform Trinity of any potential conflict of interest in working at any of the validated course providers. Panel members are not permitted to assess or moderate at organisations at which they are the course leader. Appointment and re-appointment to the Panel of Professional Performing Arts Diplomas is at the absolute discretion of Trinity College London.

PROFESSIONAL PERFORMING ARTS DIPLOMAS (PPAD)

These Trinity diplomas are the only qualifications that provide eligibility for the UK Government's Dance and Drama Awards funding scheme.

The PPADs were developed in consultation with some of the top musical theatre, dance and acting training providers in the UK, and with advice from members of the theatrical professions, the Council for Dance Education and Training and the National Council for Drama Training/ Drama UK (no longer active).

Trinity's Professional Performing Arts Diplomas cover the following areas:

- Professional Performing Arts Diploma in Professional Musical Theatre (Level 6)
- Professional Performing Arts Diploma in Professional Dance (Levels 5 & 6)
- Professional Performing Arts Diploma in Professional Acting (Levels 5 & 6)

DESCRIPTION OF ROLE

The role of PPAD Assessors involves the following:

- To assess students in the final year of their training against Trinity criteria
- To moderate the internal assessment of course providers against Trinity criteria
- To write clear and accurate reports reflecting their decisions
- To attend an annual standardisation meeting and panel performance assessment event

Assessors will be given between 1-4 weeks' notice of visits to colleges. The position can fit around professional engagements.

EXPERIENCE AND CURRENT KNOWLEDGE

- High level, sustained professional career with a national/international profile as an actor, performer, dancer, director, musical director or choreographer.
- A wide knowledge of performance repertoire in the area of specialism (e.g. plays, classical ballet, musical theatre etc.) and in a range of genres and from a variety of cultures.
- An ability to assess the quality of a wide range of performance events against prescribed criteria.
- Understanding and experience of assessment and moderation processes and an ability to apply this expertise in a range of contexts.
- An ability to write legible, accurate, consistent, grammatically correct, coherent and constructive reports within a strictly limited time period.
- An understanding and appreciation of current industry needs and expectations for professional training in the UK.
- Willingness and availability to fulfil the minimum number of validation/moderation days and to travel within the UK on pre-arranged dates.
Please note: most of the performances take place in the evening.
- IT skills, access to e-mail and mobile phone.

SKILLS AND ATTRIBUTES

Given the nature of the role, applicants need to:

- Present themselves in a professional manner;
- work independently;
- become fully familiar with all examination specifications and materials;
- make objective and accurate assessments;
- be punctual and be able to strictly adhere to schedules;
- keep accurate records;
- be culturally sensitive and aware;
- be well-organised and fully prepared; and
- be reliable.
- understand and empathise with safeguarding and the protection of children and vulnerable adults as stated on Trinity's website;

FORMAL QUALIFICATIONS

No formal qualifications are required, but as stated above, a sustained and high level of professional experience as an actor, performer, dancer, director or choreographer is essential.

AVAILABILITY

It is a requirement of each panel that the membership must be able to offer the minimum level of availability specified in the Terms and Conditions. Availability must include attendance at an annual training and standardisation which may be online or face to face and any other compulsory training activity. This is to ensure reliability of assessment and moderation delivery.

HEALTH & SAFETY

The health, safety and welfare of all panel members is a major concern for Trinity, and all examiners must be sufficiently fit to undertake UK travel.

PERSONAL QUALITIES

It is Trinity's policy to work towards a varied and representative panel membership with an appropriate mix of gender, ethnic and cultural background, age and experience. Trinity is an equal opportunities organisation and extends this policy to its criteria for panel membership.

SAFEGUARDING AND PROTECTION

Trinity College London is committed to safeguarding and protecting the children and young people with whom we work. As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across the organisation.