



La Perle – Al Habtoor Theatre

LEAD ARTISTIC COACH JOB DESCRIPTION

Division	Artistic		
Department	Coaching		
File Name	ART-COA-TEM-Lead Artistic Coach Job Description 20190901 V01.00 DRAFT		
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Position	Head of Coaching		
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[Publish Date] Title:

LEAD ARTISTIC COACH JOB DESCRIPTION

Version:

V

Department:

Coaching

File Name:

ART-COA-TEM-Lead Artistic Coach Job Description 20200101 V01.00 DRAFT

Page No.:



1. Description:

The Lead Artistic Coach reports to the Head Coach of La Perle, assisting in the management and planning of the Coaching Department in accordance to the specific needs of the artists. The Lead Artistic Coach supports the maintenance of safe and consistent operations of specific show acts and cues. In the absence of the Head Coach, the Lead Artistic Coach works in conjunction with and under the management of the AHOD to support the operational function of the Coaching Department.

2. Objectives:

Operations

- Assist the Head Coach to organise the daily operations of the team as a coaching department for a large scale show.
- Maintain a “Teamwork Attitude” with developing, coaching, and advising the artists with understanding their role and responsibilities within the training and show environments.
- Maintain a “Positive Work Environment” in both forms – communication and maintaining an organized work space.
- Maintain a “Follow Through” communication of all information in regards to the department with full support to the HOD, Leads, and Captains with sharing that information in all areas of the operation of the work spaces, company, and production.
- Maintain a pro-active approach to problem solving and solutions to support the department, as well as team member development.
- Lead confidently, as well as assist in developing and coaching confidence within artists to assist them to becoming performers.
- Assist the Head Coach to develop training and show operational procedures and protocols.

Research and Design

- Work with the Head Coach and the Technical department, to develop and create artistic, character and dance acts/scenes and cues.

Publish Date:

[Publish Date] Title:

LEAD ARTISTIC COACH JOB DESCRIPTION

Version:

V

Department:

Coaching

File Name:

ART-COA-TEM-Lead Artistic Coach Job Description 20200101 V01.00 DRAFT

Page No.:



- Advise on character, choreography and movement possibilities and artist possibilities for created acts.

3. Roles and Responsibilities:

Responsible / Accountable

- Assists in the maintenance of the Artistic, Character and Choreographic integrity of the show in tandem with and under the direction of the Head Coach.
- Manage as required the rehearsal and training schedule with Stage Management.
- Assist and or lead the training and rehearsal sessions during operations of the show as necessary under the directives of the Head Coach.
- Delegate certain training and rehearsal elements to the Act Captains as appropriate.
- Maintains a dialogue with the Head Coach on different ideas of continual act and scene development.
- Adopts and supports all security and Safety procedures and protocols.
- Respects entirely the confidential nature of all information related to him/her by the artistic staff, particularly as concerns medical and/or insurance cases.
- Write, Manage and Maintain the Coaching Operations Bible seeing that it is up to date, pertinent and being used.
- Facilitate inner and interdepartmental meetings as needed.
- Maintain clear and precise reporting
- Advise on and handle departmental purchases according to Head Coach approval.

Support

- Facilitates the exchange and diffusion of pertinent information with other members of the artistic team notably Performance & Wellness, Stage Management, Wardrobe and Technical Teams.
- Assists the Head Coach in fixing objectives that can be realised taking into account the general work load during operations.
- Assists the Head Coach in collaboration with the ensemble of the Artistic Direction team in the tracking and evaluation of the performance and evolution of each artist.
- Supports the consistent implementation and execution of Artists training and conditioning on a daily, mid and long-term basis.
- Assists the Head Coach in preparation of integration and reintegration of artists either during cast changeovers or reintegration after illness or injury in collaboration with the Performance & Wellness and Stage Management departments.
- Supports the ongoing development of specific training programmes in conjunction with the Performance & Wellness department all the while underscoring the personal responsibility of the performers themselves.

Consulted

- Daily and Weekly Schedule Planning
- Consulted on all reintegration of performers
- On the hiring of new staff and consultants

Informed

Publish Date:

[Publish Date] Title:

LEAD ARTISTIC COACH JOB DESCRIPTION

Version:

V

Department:

Coaching

File Name:

ART-COA-TEM-Lead Artistic Coach Job Description 20200101 V01.00 DRAFT

Page No.:



- Informed on all workman's compensation insurance policies
- Informed on any scheduled visits from the creative teams

4. Qualifications:

Education

- University Degree or College and related experience.

Experience

- 5-7 years experience in a position in a theatrical environment
- Extensive Knowledge of show environment, operations and maintainance.
- Must be able to support the direction and organization of people calmly while respecting schedules and deadlines.

Physical Requirements

- Must be able to stand during your shift, walk, squat, bend, kneel, reach, twist, push and pull.
- Must be able to lift and pull up to 25 pounds.

Other Skills

- The ability to supervise personnel and to perform under pressure.
- The ability to be a team builder and to lead strong teams.
- Computer literacy as it pertains to PC based systems and common office software / MAC
- Ability to swim - high level of comfort in water.
- Ability to train and certify as a SCUBA DIVER, if required.
- Willingness to learn or update lifesaving skills.
- Willingness to learn and become CPR trained.
- Ability to withstand prolonged exposure to water.
- Willingness to define, practice and conform to safe working procedures.
- Ability to speak and understand English.
- Able to Relocate to Dubai, UAE.

Publish Date:

[Publish Date] Title:

LEAD ARTISTIC COACH JOB DESCRIPTION

Version:

v

Department:

Coaching

File Name:

ART-COA-TEM-Lead Artistic Coach Job Description 20200101 V01.00 DRAFT

Page No.: