

**THE
OXFORD
SCHOOL
OF
DRAMA**

Head of Voice Maternity Cover

Application Pack 2026





About Us

Believing in people so they believe in themselves and what they dare to create and offer the world

The Oxford School of Drama (OSD) is a world-leading conservatoire providing professional actor training in the form of a Three Year and One Year MA in addition to a Foundation Course in Acting. Based on the site of an eighteenth-century farm, the School is set in beautiful surroundings, ten miles outside Oxford.

The School is proud of its independent spirit and what this inspires in its staff and students. We believe in actors as imaginative and interpretive artists and place great emphasis on actors as informed and collaborative creators. We are shaped by a set of core ideals that aim to give meaning and purpose to our work and the work of our students. We value integrity in all our endeavours and aspire to being open, empathetic and respectful. Collaboration is at the heart of our success, whether that is in the professional relationships across the School, in the ongoing innovation in our course curricula or in the artistic work we produce.

We are recognised by industry around the world and boast successful alumni, including writers and directors, filmmakers and actors.

The School's current academic partners are Trinity College London and the University of West London. Students on the Three Year Course are awarded Diplomas in Professional Acting, whilst the One Year Course has been newly validated as a Master's Degree through UWL. The School's educational oversight is carried out by Ofsted, and at our last inspection in 2024, we were graded Outstanding in all areas, with no recommendations for improvement.

Other key relationships are with the Department for Education, through which we access grant funding for our students and the Student Loan Company. Most students on the Three Year and One Year Courses are able to access funding for course fees and living costs through the means-tested Dance & Drama Award Scheme (DaDA) and student loans through Advanced Learner Loans (ALL).

The Oxford School of Drama is a member of the Federation of Drama Schools and the Council for Dance, Drama and Musical Theatre Education and Training (CDMT).

The School currently has an annual cohort of approximately 140 students.



The Role

Head of Voice - Fixed-Term Maternity Cover

This is a rare opportunity to lead the voice faculty at a pivotal moment in our School's development.

At OSD, craft, collaboration, and creativity are at the heart of everything we do — and voice is one of three interconnected pillars through which we explore the power of storytelling. Set in a unique rural location just outside Oxford, ours is a close-knit conservatoire community committed to training actors not only to enter the industry, but to reshape it.

We are looking for an experienced voice practitioner to step into this senior leadership role for up to a year, make a meaningful contribution to our students and curriculum, and bring their practice to bear within a passionate and dynamic faculty. If you are ready for your next creative challenge, we'd love to hear from you.



OSD is committed to building a more diverse and inclusive community — among our students, our staff, and our faculty. We recognise that conservatoire training has not always been accessible or representative, and we are actively working to change that.

We warmly welcome applications from people of all backgrounds, and particularly encourage those from global majority backgrounds, those with disabilities and others currently under-represented in our community.



Key Responsibilities

As a Senior Member of the Teaching Faculty

- To work with and be accountable to the Course Leaders of the 3 Year, One Year and Foundation Courses for the delivery of the voice syllabus across each course;
- To attend regular staff meetings and represent the School at external meetings as required of the role.

Syllabus Planning & Development

- To lead and carry out the planning and implementation of the voice syllabus across all the School's courses;
- To contribute to the delivery of the School's vision, values and curriculum intent through the voice syllabus;
- Allocation and booking of staff for the voice syllabus in the teaching timetable, in conjunction with the Heads of Courses.

Teaching and Leading Creative Projects

- To deliver a significant amount of teaching and individual tutorials in the voice syllabus;
- To lead by example in the classroom, upholding and developing the highest standards in vocational teaching;
- To oversee the quality and development of teaching practices in the voice faculty to empower actors in training to develop their voice practice and explore their own creative voice;
- To take a key role in collaborative, creative projects with members of the teaching faculty;
- To occasionally lead a project, rehearsal, or other voice activity as required.

Student Learning, Progression and Support

- To oversee the progression of individual students through the voice syllabus;
- To contribute to student assessment and reflective practice activity in conjunction with the Head of Acting and Head of Movement;
- To identify additional voice support as needed for individual students;
- To act as the first point of contact for the allocated year group in need of pastoral support.

Staff and Faculty Development

- To lead and inspire a dynamic voice faculty, nurturing their development within the department;
- To oversee the continuing professional development of the voice faculty;
- To engage with and meet potential visiting or specialist voice practitioners as required.

General

- To take a role in selecting students for all courses;
- To be self-sufficient administratively and to take responsibility for organisational tasks required in managing different aspects of the role.



Person Specification

Knowledge, experience, skills and qualities

The ideal candidate will be a highly experienced voice practitioner with a developed pedagogy who brings an open and collaborative approach to leading an established Linklater-based faculty.

Essential Attributes

- A sophisticated grounding in voice pedagogy, with the ability to work within and support an established Linklater-based curriculum while bringing their own practice to the role;
- Knowledge of Knight-Thompson Speechwork or equivalent accent and dialect methodology;
- Practical experience of professional actor training, drawing on a range of established techniques including Stanislavski, Michael Chekhov, Laban and Uta Hagen, among others;
- Experience as a voice practitioner collaborating with other creative practitioners;
- Commitment to creating an inclusive training environment that supports the creative development of a diverse range of talented young people;
- Experience of providing academic and pastoral support and guidance to actors in training;
- Experience inspiring, encouraging, and motivating a team;
- Experience of working effectively within organisational systems that adhere to deadlines and maintain professional standards.

Desireable Attributes

- Demonstrable track record as a Linklater voice tutor in a conservatoire setting;
- Demonstrable track record of KTS-based accent and dialect training in a conservatoire setting;
- Experience in a Head of Voice or equivalent senior leadership role.

Skills

- Exceptional teaching skills as a voice practitioner;
- Leadership skills fostering autonomy and creating a team culture that encourages innovation;
- The ability to promote depth of learning and inspire a commitment to development in students;
- Able to inspire creativity in both students and staff;
- A highly organised individual able to operate effectively on both a strategic and tactical level;
- An analytical and strategic thinker, able to generate creative solutions;
- A highly-skilled communicator able to engage effectively both internally and externally at a variety of levels;
- Strong collaborative and negotiating skills, able to establish and maintain effective partnerships.



Person Specification Cont.

Personal Commitments

- Committed to OSD's core values (creative, collaborative, ethical, fulfilling, innovative);
- Committed to embedding equity, diversity, and inclusion across teaching, feedback, and student support;
- Committed to modelling reflexivity in practice and engaging in ongoing professional development around inclusive approaches;
- Committed to supporting the well-being of students and staff.

Other

- The School is set in a beautiful rural location — candidates will need a driving licence and access to their own transport, as there are no public transport connections;
- Willingness to work some evenings and weekends;
- A DBS check will be required prior to appointment.

Details



Contract	Fixed-term maternity cover. The initial contract is for 6 months with the possibility of extension up to 12 months, depending on the post holder's return.
Start Date	Late September 2026
FTE	0.8 FTE (4 days per week). 0.6 FTE will be considered for the right candidate.
Salary	£38,400 per annum (equivalent to £48,000 FTE), pro-rata.
Hours	32 hours per week across 4 days. Normal daily hours are 9.00am – 6.00pm, plus evening and weekend work as and when required.
Pension	Employer contribution of 3% into a workplace pension
Probation	Six-month probation period with one month's notice during probation.
Notice	Three month notice, on either side, following the successful completion of the probation period
Holiday	20 days per year plus Bank Holidays (25 days FTE), pro-rata. The majority of holiday entitlement is to be taken outside term time.
Responsible to	Principal and Heads of Courses
Responsible for	Voice Tutors

We welcome conversations with candidates about flexible working arrangements, including working pattern and FTE, and will consider requests from the right candidate.



How To Apply

Application deadline: **5pm - Monday, 29th June**

Interviews: Interviews will take place on **the w/c 6th July and w/c 13th July** in person at The Oxford School of Drama

The Oxford School of Drama is an equal opportunity employer. We positively welcome the contributions of people from a wide range of backgrounds, recognising the value that different perspectives bring to the School. We actively work to ensure an equal opportunities culture for all employees and freelance staff and seek to employ people currently under-represented in the creative and cultural sector.

Applications should be in the form of a covering letter outlining your interest and suitability for the role and this should be accompanied by a CV with details of two referees. Applicants also need to complete an Equal Opportunities Monitoring Form.

The Equal Opportunities Form is available to be download from the OSD website. www.oxforddrama.ac.uk

If you would like to discuss the role before applying please contact Edward Hicks, Principi, by email at e.hicks@oxforddrama.ac.uk

Completed applications should be submitted to Karen Hebden, Executive Director at k.hebden@oxforddrama.ac.uk

Closing date for applications – 5pm on Monday the 29th June



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