



JOB DESCRIPTION

Job Title:	Wac Arts Facilitator: Saturday Animation Tutor
Duration:	Saturdays during term time from Saturday 20 th September 2025 until 11 th July 2026 Taught in 10-week blocks, for each of the 3 terms
Hours:	3 hours per week 09:45-11:15 (ages 12 to 15) 11:30-13:00 (ages 7 to 11 years)
Payment:	£35 per hour (inclusive of holiday pay)
Reports to:	Programme Manager
Location:	Wac Arts, 213 Haverstock Hill, London, NW3 4QP

JOB SUMMARY

Wac Arts is seeking a skilled and enthusiastic Animation Tutor to deliver fun, age-appropriate, and educational animation sessions for two groups of young people aged **7–11** and **12–15** years on **Saturdays, during term time, from 20th September 2025**. The tutor will introduce students to a range of animation techniques (e.g., stop motion, hand-drawn, digital) while fostering creativity, teamwork, and storytelling. The ideal candidate will be passionate about youth arts, skilled in animation, and able to engage students of varying experience and confidence levels.

SUMMARY OF KEY RESPONSIBILITIES

The following sets out the key responsibilities and is not intended as an exhaustive list. The role will require other duties relevant to providing a high-quality service.

Quality

- Provide high-quality Animation classes as part of the established Digital Arts programme; working with the Programme Manager to plan an exciting and enriching curriculum for the academic year
- Plan and deliver 90 minute lessons sessions, tailored to two age groups: 7–11 and 12–15 years, that support the growth and progression of the young people, ensuring the content is developmentally appropriate and creatively inspiring
- Create an inclusive and supportive classroom environment that encourages experimentation and collaboration
- Introduce students to a variety of animation styles and tools, including stop motion, 2D digital animation, and hand-drawn techniques
- Support students to develop ideas, characters, and storyboards, leading to short animated sequences or films
- Teach and oversee use of animation equipment, cameras, tablets, software (e.g., Stop Motion Studio, Adobe Animate, or similar)
- Prepare students for end-of-term sharings or presentations of their animated work
- Provide support and alternative techniques to encourage a diverse pool of knowledge and skillset
- Engage participants and encourage participants' retention
- Complete administrative tasks such as attendance registers, session plans, and evaluations

Inclusion

- Create an inclusive environment, tailoring activity to meet the needs of all participants
- Assess participants' skill level, capabilities and limitations, and create lessons that are accessible and enriching
- Get to know participants and their individual needs and adaptations required
- Provide compassionate, clear and helpful feedback and advice to participants on their knowledge, skills and practice

Safety

- A good understanding of health and safety, equipment etiquette and maintaining a clean classroom environment is also expected. Including checking the area for safety and reporting any risks
- Ensure safeguarding, wellbeing, and inclusion practices are embedded into all teaching
- Ensure registers and any other relevant paperwork is completed for your activity and returned promptly to your line manager

- Report and record any issues surrounding accidents or injuries and safeguarding according to the Wac Arts Policy and procedures
- Actively feedback on any issues, equipment damage or complaints to your line manager

General

- Act as a positive advocate for Wac Arts at all times

PERSON SPECIFICATION

Candidates must have a clear understanding of and commitment to Wac Arts' mission, values and the objectives of the programme. Candidates will ideally possess and be able to demonstrate all or most of the following:

Skills and Experience

Essential

- Degree or alternative qualification in Animation or equivalent experience
- At least 1 years' experience in delivering Animation classes for a range of different ages, including children and young people
- Proficiency in a range of animation techniques such as stop motion, hand-drawn, and digital 2D animation
- Confidence using relevant software (e.g., Stop Motion Studio, Adobe Animate, or similar tools)
- Strong classroom and behaviour management skills
- Ability to adapt teaching methods for different age groups and learning styles
- A supportive and inclusive teaching approach
- Excellent communication and interpersonal skills with young people, colleagues, and parents/carers
- Understanding of safeguarding principles and child protection procedures
- Flexible approach to teaching and adapting classes to individual needs
- Ability to plan and design engaging and age-appropriate classes

Desirable

- Training in safeguarding of children and vulnerable adults
- First Aid certificate
- Enhanced DBS check (or willingness to undergo one via Wac Arts)
- Experience working in community or inclusive arts settings
- Experience with film editing and sound design to support animated projects

Attitude and approach

- A positive outlook
- Able to work respectfully
- An understanding of and commitment to equality, diversity and inclusion

This role requires an enhanced DBS clearance, or a willingness to undertake one. We will arrange this for the successful candidate.

Equality

As an equal opportunities' employer, Wac Arts is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy or maternity, race or ethnicity, religion or belief, gender identity, marriage or civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join Wac Arts. We are looking for interest from people who reflect the diversity of London and the communities we serve.

ABOUT WAC ARTS

Wac Arts is a charity driven by the needs of young people and the community for over 40 years. We have a commitment to those who face barriers to opportunity, using the infinite power of the arts to unleash the extraordinary potential of young people.

Based in the Old Town Hall, Belsize Park, London NW3, Wac Arts is an inclusive creative hub where young people build confidence, artists connect, and other arts and cultural organisations thrive. Sharing our home with a variety of building partners allows for boundless collaboration, creativity and opportunity for our young people and the community.

Our home reflects the diversity of our world and celebrates our heritage of performance and participation. Our community is bound by people who will stop at nothing to inspire young people through lifelong learning and the arts.