

DRAMA & COMMUNICATION EXAMINER POSITION

The Royal Irish Academy of Music is seeking applications from experienced and enthusiastic candidates to join the RIAM Exams panel of Drama & Communication Examiners.

Closing date for applications: 29th September 2025.

Exam sessions are held three times per year: generally, these sessions are Spring (Feb–Mar), Summer (April–June), and Winter (Nov–Dec). The syllabus covers all Drama & Communication Exams material. Examiners will work closely with Chief Examiner and the RIAM Exams admin staff. Applicants are expected to be familiar with new RIAM Drama & Communication syllabus:

https://www.riamexams.ie/sites/default/files/media/file-uploads/2024-09/Drama_Syllabus_Sept_'24_update.pdf

Applicants will be shortlisted for interview. Interviews are scheduled to take place in RIAM, week commencing 20th October. Following successful interview, on-line and live training will take place. Subject to successful training, candidates will then be invited initially to join the panel of examiners on a probationary contract.

EDUCATION

The ideal candidate will have:

- Strong Drama education background
- Qualifications in drama, literature and or a performance based subject
- Relevant teaching qualification and or equivalent experience of a wide range of Drama & Communication teaching
- Knowledge of RIAM Exam syllabus and exam system is recommended
- Experience as actor, performer, director, playwright or other relevant industry experience is welcome.
- Competence as a performer

***Please note:** as part of the interview, you may be expected to perform a specific test piece taken from syllabus. You will be sent this in advance of the interview.

CHARACTER AND OTHER ATTRIBUTES

The ideal candidate will have

- Proficient English (oral and written)
- Excellent time management
- Excellent organisation skills
- Excellent communication and interpersonal skills (writing reports, conducting exams, meeting with Exam Centre representatives)
- A positive, lively, continuous and discerning interest in drama & communication, literature and the performing arts

- Ability to demonstrate a high level of understanding and appreciation of a wide range of literature, theory and dramatic skills in various genres
- Ability to carry out examining in an objective and precise manner and to write legible and constructive reports in support of marks awarded
- Commitment to supporting the progression of skills in Drama & Communication for all ages
- Ability to present themselves in a professional manner

In addition, the successful applicant will be able to adapt to specific situations as they arise in the context of the exam, while adhering to RIAM confidentiality policy.

DRAMA & COMMUNICATION EXAMINER JOB APPLICATION FORM

PERSONAL DETAILS

Name:

Address:

Phone number:

Email address:

CHECKLIST (please underline the appropriate response)

<u>Teaching diploma</u>	YES NO
<u>Drama degree</u>	YES NO
<u>Drama Teaching experience (min. 3 yrs)</u>	YES NO
<u>Relevant Performance Experience</u>	YES NO
<u>Knowledge of RIAM exam syllabus</u>	YES NO

EDUCATION/QUALIFICATIONS

Briefly outline any Drama & Communication education and or third-level courses including place of study, period of study, and qualification(s) obtained.

WORK EXPERIENCE

Place(s) of employment

Position

Dates

CONTINUOUS PROFESSIONAL DEVELOPMENT

Outline any CPD that you may feel is relevant to this position.

RIAM EXAMS

Are you familiar with the RIAM Drama Exam syllabus?
(please underline the appropriate response)

Yes

No

If yes, which exams have you taught?

To which levels have you taught?

REFEREES (PLEASE SUPPLY THE NAME OF 2 REFEREES)

Referee 1:

Name:

Organisation:

Email:

Contact no.:

How is this person known to you:

Referee 2:

Name:

Organisation:

Email:

Contact no.:

How is this person known to you:

DEMONSTRATE WHY YOU WOULD BE SUITABLE FOR THE

POSITION OF EXAMINER (SEE JOB DESCRIPTION)

Please complete the following declaration and sign it in the appropriate space below.

I confirm that all the information given by me on this form is correct and accurate. I understand that if any of the information I have provided is later found to be false or misleading, any offer of employment may be withdrawn or employment terminated.

Signed:_____

Date:_____

Please submit your application by email to: ailbhemurphy@riam.ie

Please note: incomplete application forms will not be considered.