



Job Description

Hospitality and/or Catering Internship

Location	Reports to	Hours	Pay
Bore Place, Chiddingstone, Kent, TN8 7AR	Venue Manager/ Head Chef	35 hours per week; 12 month contract (comprising 15 hours internship training and 20 hours venue support)	£6,100-£7675 per annum depending on qualification and age

About Bore Place

Bore Place is an environmental charity on a 500-acre estate comprising an organic dairy farm and market garden, historic venue for corporate groups and weddings, and delivering schools programmes about food, farming and nature. Sustainability is at the heart of everything we do, and we strive to demonstrate ethical choices through everything we do, from our business operations to our eco housekeeping policy.

Internship training opportunity

Approx. 15 hours per week

Bore Place is committed to providing an internship programme which fits the graduate/student's interests and needs. Working alongside our hospitality and/or kitchen teams, there is the opportunity to gain hands-on experience, knowledge and skills in catering or running a multi-function venue, including weddings and corporate events.

Bore Place will work with the candidate to develop a programme of work.

Venue Support summary

Approx. 20 hours per week

Working alongside the Venue team:

- Carrying out housekeeping tasks across the estate and in the offices
- Assisting with catering
- Providing friendly and efficient customer service for guests
- Helping to develop the site and our services

Bore Place, Bore Place Road, Chiddingstone, Kent, TN8 7AR 01732 463255 hello@boreplace.org

Home of the Common work Trust (registered charity 1160725 & company 09254227) & Common work Organic Farms Ltd (registered company 1977080)

Job Description

Benefits of an internship at Bore place

- Paid work placement
- Opportunity to develop your own internship role according to your interests and needs
- Contributing to a charitable organisation working to care for the environment and support, develop and educate young people.
- Flexible hours
- Paid annual leave and paid bank holidays
- Fantastic supportive staff with the opportunity to be part of the wider team through paid volunteering activities at Bore Place and staff events.

What we are looking for

- Someone with a desire to learn on the job and improve their skills and knowledge
- Can do attitude and initiative
- A strong and effective communicator
- Attention to detail and excellent timekeeping
- Flexibility in working hours to meet needs of the visitors and charity
- Interest in and support for the aims of our work at Bore Place
- Own transport
- Minimum Level 2 qualification

For more information about the role please contact Becky Baldock
email: becky.baldock@boreplace.org or phone 01732 463255.

To apply please send us your CV and a covering letter outlining why you are interested in this position by
10am on Monday 8th October 2018.