



JOB DESCRIPTION

Position:	Dumfries House Lodge & Restaurant Supervisor (Part time)
Reports to:	Lodge Manager
Salary:	Dependent on experience
Location:	Dumfries House Lodge & Woodlands Restaurant

The King's Foundation

The King's Foundation is a charity founded by King Charles III and was first formed in 1990. Inspired by the vision and values of His Majesty, the Foundation focuses on creating better communities where people, places and the planet can coexist in harmony.

The charity offers education courses for over 15,000 students annually, health and wellbeing programmes for nearly 2,000 people every year, and spearheads placemaking and regeneration projects in the UK and overseas to revitalise communities and historic buildings.

The King's Foundation is headquartered at its flagship regeneration project, Dumfries House in Ayrshire, Scotland, and acts as custodian of other historic Royal sites including the Castle of Mey in Caithness, Scotland, and Highgrove Gardens in Gloucestershire, which are open to visitors. The Foundation also carries out its work at educational and cultural hubs in London, based at The King's Foundation School for Traditional Arts in Shoreditch, Trinity Buoy Wharf on the River Thames and the Garrison Chapel in Chelsea.

The work of The King's Foundation is underpinned by our Founder His Majesty The King's philosophy of harmony: that by understanding the balance, the order and the relationships between ourselves and the natural world we can create a more sustainable future. We have a diverse and inclusive workplace, creating a welcoming, safe space for everyone. This means that every member of our team can bring their whole self to work. We encourage qualified applicants from a wide range of backgrounds to apply to and join The King's Foundation and bring their valuable skills and experiences.

The Foundation is committed to the equal treatment of all current and prospective employees, including the provision of workplace adjustments. We do not tolerate discrimination based on protected characteristics (age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership) or other difference such as socio-economic background or social origin.

The Role:

We are looking for a hardworking, enthusiastic person to join our skilled team. The candidate would oversee Breakfast and Dinner service at Dumfries House Lodge, along with weekend lunch service at the Woodlands restaurant. A key part of the role will be the supervision of staff and delivery a high level of service to all customers.



Key Tasks

Specific Duties will include:

The role will involve all aspects of the hospitality industry. These include but are not limited to:

- Working alongside our chef team to ensure delivery of service.
- Understanding the history of Dumfries House and relaying this to guests.
- Assessing what tasks must be completed and ensuring they are done in a timely manner.
- Some reception work will be required, this includes checking guests in and out of Dumfries House Lodge, answering phone calls, and replying to customer emails in a professional tone.
- Wine and drinks services.
- Cash handling and balancing at end of shift.

Person Specification

The essential skills, knowledge and experience required are:

- Having a strong knowledge of the hospitality industry is crucial (min 2 years), previous leadership roles would be advantageous.
- Wine and bar service will be required, so previous experience working with drinks would be preferred.
- Able to work well under pressure in a busy environment.
- The candidate must be able to interact with customers, experience in a front facing role would be advantageous.
- Preferably the candidate would have a driving license.
- From time to time, the candidate must be willing to work in various other departments on the Estate.

Other:

- The post will be based at Dumfries House Lodge & Woodlands Restaurant with the requirement to travel on occasion.
- Your working hours will be 22.5 hours per week
- You must have the legal right to work in the UK.

Applications: Please submit a cover letter and CV (please note one A4 page maximum each for CV and letter) to Gordon Watson, email address: - hr.recruitment@kings-foundation.org and request an application form.

Closing date for applications: Friday 18th April 2025.