



JOB DESCRIPTION

Position:	Tutor
Reports to:	Farming and Rural Skills Curriculum Manager
Salary:	Subject to Qualifications and Experience
Location:	Dumfries House, Farming and Rural Skills Education Centre

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:

The programme is delivered through practical hands-on workshops, themed day events and longer-term primary/lower secondary school and community engagement projects across our Field to Fork and Farm to Fork offerings.



The candidate should however be comfortable teaching across Food, Farming, and related subjects out-with their area of expertise to a primary and early secondary school level, with support from the wider education team and industry experts.

The wider education programme on Dumfries House Estate is delivered across themes including: STEM; Food, Farming and Horticulture; Outdoor Activity; Textiles and Building Crafts. Due to the holistic nature of the programme, the post holder will be required to assist in these areas from time to time, take part in CPD in these areas and work with colleagues across the education team on cross curricular education projects.

The post holder will assist the Coordinator in the development and implementation of workshops, school and community programmes, short courses and project related education activity including large scale events and cross curricular delivery. The post holder will assist in the preparation and delivery of classes across a range of ages as well as maintaining stakeholder relationships with industry and education partners. The post holder will work alongside the wider Farming and Rural Skills Team, and Curriculum Manager to secure the place of The King's Foundation as a leader in high quality education in the UK.

Key Tasks

Specific Duties will include:

Supporting the Coordinator to ensure the smooth delivery of The King's Foundation's education strategy and core Food, Farming and Horticulture programmes, a responsibility which will include:

- Assisting in the liaison with industry practitioners across the UK to ensure relevant course content. Keeping up to date with current practices and policies in Food, Farming and Horticulture related education, through CPD and personal development.
- Support in the development of strong relationships with industry and education partners such as industry funding partners, Food, Farming and Horticulture education organisations and charities and local authority and Scottish education representatives. Work with these partners to enhance the Food, Farming and Horticulture offer at Dumfries House through co-delivery and design of workshops and activities.
- Assist in development of workshops, programmes and activities, based on the Food, Farming and Horticulture education strategy and school curriculum, with links to UK wide education, training and employment strategies.
- Assist in the preparation, care for and maintenance of equipment and facilities prior to and following education activity, monitor and request stock as appropriate.
- Ensure The King's Foundation Food, Farming and Horticulture education and wider education programme is delivered to an exceptional standard to secure The King's Foundation's position as a focal point for high quality education.
- Further the wider education work of The King's Foundation through contribution to team meetings, joint education activity and events and cross curricular CPD sessions
- Assist in education activity being recorded in a timely manner and contribute material if asked, to aid creation of education reports for directors, partners and funders.
- Assist in Ensuring all lessons are suitable for the learners by, following and highlighting if applicable any amends required for Risk Assessment documents, and following first aid



and incident reporting procedures where necessary.

- Support the Coordinator and Curriculum Manager in regard to the maintenance of the Pierburg Building and Valentin's Farm Education Centre.
- Maintain familiarity with The King's Foundation handbook and relevant HR procedures.
- Undertake any other duties as may reasonably be required of you in the post.

Person Specification

The essential skills, knowledge and experience required are:

- Able to represent The King's Foundation professionally at all times.
- Strong interpersonal, communication and organisational skills.
- Ability to work proactively and flexibly to achieve set objectives.
- The ability to work well within a team, maintaining positive relationships with the wider education staff.
- Experience working with Primary School and Secondary School Pupils up to 14 years in Farming and Rural Skills Based education related activity.

Other:

- The post will be based at Dumfries House, Cumnock, KA18 2NJ at the Farming and Rural Skills Education Centre with the requirement to travel on occasion.
- Your working hours will be 14 hours per week, over 2 days.
- You must have the legal right to work in the UK.
- This post is considered to be a regulated activity therefore any offer will be subject to a satisfactory disclosure check with the Disclosure Scotland.

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.