



Housekeeper

Jamie's Farm, Bath

Position Summary

As a member of the housekeeping team, you will help look after the wonderful site and facilities of Jamie's Farm, Bath, our charity headquarters, to a consistently high standard. We need to create the homely and warm, and yet tidy and professional, environment that is so crucial to the Jamie's Farm model. We want a positive and determined individual, with a strong work ethic, who is passionate about maintaining a homely, high-quality site for the vulnerable children we work with.

You must be able to work well with people, as well as other members of the team. You must also work well in the background, ensuring that the running of a Jamie's Farm household can proceed smoothly.

Main Responsibilities

Responsibilities include, but are not limited to:

1. Responsible for housekeeping activities, including:
 - Maintaining a high standard of cleanliness throughout. (cleaning products provided)
 - Ensuring each element of accommodation (Farmhouse, The Barn and The Apartment) is suitably prepared for the arrival of the weekend houselets at 4 p.m. each Friday, as well as other offices and meeting rooms on the farm.
 - Making sure that the property of Jamie's Farm, Bath is consistently maintained to a high standard and reporting any maintenance issue, without delay, to the Lead Housekeeper
 - As HQ for Jamie's Farm there may be occasions when help is required for Corporate days, Open days or similar other than Fridays.

Experience, Skills, Abilities:

- Some housekeeping experience but training will be given
- Good communicator
- Work within a very established team
- Strong work ethic and ability to get on with all jobs independently;
- Maintain a high standard of cleanliness;

Benefits:

- Self-employed
- Competitive wage
- Approx 6-7 hours on Fridays with the possibility of flexible start and finish times, depending on the right candidate.
- Opportunity to be an integral part of a dynamic and supportive team and growing organisation, making a real difference in the lives of the vulnerable children the charity supports.

Due to the nature of our work with young people, on acceptance of offer, all Jamie's Farm employees are subject to an enhanced DBS check in accordance with our Safeguarding Policy.