

Name of Company: Ditton Manor



Role: Events Assistant

About the Company/Organisation:



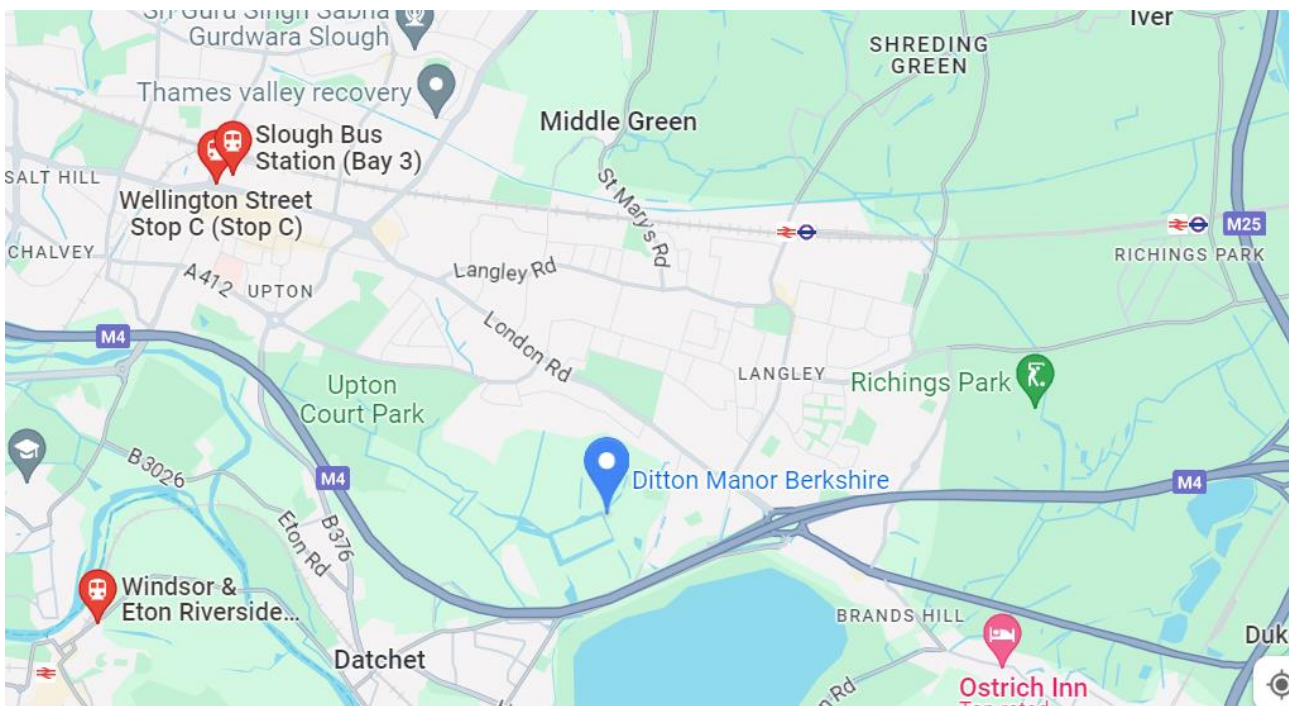
Ditton Manor is a prestigious venue nestled in the heart of Berkshire, known for hosting a wide range of events, conferences, and gatherings. We take pride in providing a seamless and high-quality experience for our clients, and our team plays a crucial role in ensuring the success of every event.

Committed to inclusivity, we welcome applicants from diverse communities and encourage discussions about reasonable adjustments to support candidates throughout the recruitment process and in their roles. Visit our [website](#)

for more information.

Getting to Ditton Manor:

Ditton Manor
Ditton Park Road
Berkshire
SL3 7JB



The following transport lines have routes that pass near Ditton Manor

Bus: 81, A4 and a walk.

Train: Nearest Stations: Slough or Langley – Elizabeth Line and South Western Railway

You can look at other ways to get to Ditton Manor [here](#) or use an app like [CityMapper](#) to plan your journey.

The Environment: Ditton Manor is a very old Manor and the surroundings are beautifully green, calm and quiet. During set up, you may be required to work alone or with other team members. The team are kind and supportive and like to help each other out.

During events, which may be inside or outside, including inside a marquee, it may become noisy and busy but there will be access to some quiet spaces.

There is an expectation to move tables and chairs as well as carry crockery and glasses and so you will need to feel comfortable carrying items and standing for long periods of time and carrying items between buildings across the courtyard below:



The successful candidate will also be working in the kitchen:



Here are some pictures of some of the rooms the candidate would set up and here is some more information about some of the event [rooms](#).



Things to consider: This role will initially be part time, however there will be opportunities to increase hours. These will be agreed with your manager. Please note that December is busy and the Manor is closed in January but is open for the rest of the year. The Manor will be closed for refurbishment at the end of 2024, however, staff will have the opportunity to work in other hotels owned by [Active Hospitality](#).

If you have any questions, please email: richmal.maybank@nas.org.uk