



<b>Job Title:</b> Hotel and Hospitality Management Intern	
<b>Managed by:</b> Pathways Manager/Hotel Manager	
<b>Department:</b> RWL – Trading company	<b>Location:</b> Waddesdon Manor
<b>Salary:</b> National Living Wage & subsidised accommodation on site	<b>Contract Type:</b> One-year fixed term from 14 September 2026
<b>Hours:</b> 37.5 hours per week over a 7-day rota. Some weekend and evening work will be required, which you will be notified of in advance and TOIL will be granted	

### **An overview of what you will be doing**

This internship offers hands-on experience across two heritage locations: The Five Arrows Hotel and The Bow, both part of the Rothschild Foundation trading company. You'll rotate between sites, gaining a broad understanding of hospitality operations, including guest service, food and beverage, and events.

You'll be involved in the day-to-day running of the hotel, supporting guest arrivals and departures, responding to enquiries, and helping ensure a smooth and welcoming experience. You'll also gain practical experience in restaurant service, working across breakfast, lunch, and dinner and collaborating with the kitchen team to maintain high standards.

Event delivery is another key part of the role. You'll support weddings, corporate events, and private functions, assisting with setup and coordination, and gaining insight into how events are planned and delivered.

Alongside this, you'll develop an understanding of the operational side of hospitality, including housekeeping standards, stock control, and the basics of budgeting and cost management.

By working across different roles and locations, you'll build a broad, practical skill set and an understanding of how hospitality operates within a heritage setting.

### **Who are we looking for?**

We're looking for someone who is interested in hospitality and keen to gain hands-on experience in a busy, customer-focused environment.

You should enjoy working with people and be confident delivering a friendly, professional service, whether welcoming guests, supporting events, or working as part of the food and beverage team. A positive, practical approach and willingness to get involved are important.

Hospitality is fast-paced and varied, so you'll need to be adaptable, reliable, and able to think on your feet. Being organised and paying attention to detail will help you deliver consistent, high-quality experiences.

You'll be working closely with colleagues across different teams, so good communication skills and a collaborative approach are essential. At the same time, you should be able to take responsibility for your own tasks and follow them through.

No prior experience is required, but an interest in developing a career in hospitality, whether in hotels, food and beverage, or events, will help you get the most from the role.

### **Skills you will gain**

During this internship, you'll develop practical skills across all areas of hospitality, building a strong foundation for a future career in the industry.

You'll gain experience in:

- **Guest service & communication** – welcoming guests, handling enquiries, and delivering a professional, high-quality experience
- **Food & beverage operations** – supporting restaurant and bar service, and understanding how consistent standards are maintained
- **Front office & guest relations** – managing check-ins, check-outs, reservations, and responding to guest requests
- **Teamwork & problem-solving** – working across departments, adapting to busy environments, and responding to challenges in real time
- **Operations & commercial awareness** – supporting stock control, and gaining insight into budgeting and cost management

By the end of the internship, you'll understand how different areas of hospitality work together and have the confidence to contribute in a fast-paced, customer-focused environment.

### **Additional Opportunities**

As part of this internship, you will have the chance to design, plan, and deliver a wine Tasting dinner event at the hotel, in partnership with our Wine Intern. From the initial concept to full execution, you will be responsible for creating a seamless experience, including menu development, wine pairing selection, budgeting, logistical coordination, and event promotion. Throughout the process, you will apply best practices in finance,

health and safety, and customer service, ensuring a high-quality and memorable dining experience for all guests.

You will also have the opportunity to gain industry-recognised qualifications, including the WSET Level 2 in wine and the Food Safety & Hygiene Level 2 certification. These credentials will not only enhance your knowledge and confidence in food, beverage, and event management, but also strengthen your professional profile within the hospitality industry.

As part of the Pathways Internship, you will have the opportunity to participate in a three-day Intern Skills Workshop, designed to support your personal and professional development. This workshop will cover a variety of topics aimed at enhancing your skills, broadening your knowledge, and preparing you for future career opportunities.

In addition, you will be able to take part in staff and intern events throughout the year, providing valuable networking opportunities, insight into different roles across the organisation, and a chance to engage with the wider team. You will also have access to a training budget to support your learning and development, allowing you to attend relevant courses, workshops, or conferences.

To ensure you make the most of your internship experience, you will receive full one-to-one mentor support from the Pathways team. Your mentor will guide you through your projects, help you set and achieve personal development goals, and offer advice and encouragement as you explore potential career pathways.

Overall, this internship is designed not only to provide hands-on experience in a heritage setting but also to support your growth, development, and future career ambitions in a structured and supportive environment.

### You might be looking for a future career in...

- **Hotel Management** – Oversee daily operations of a hotel, managing guest services, housekeeping, front desk operations, and more
- **Food and Beverage Management** – Lead teams in restaurants, bars, or catering services, ensuring high-quality dining experiences and efficient service
- **Event Planning & Coordination** – Organise and manage events ranging from weddings and conferences to corporate functions, working with clients to ensure everything runs smoothly
- **Tourism & Travel Management** – Use your hospitality knowledge to help create travel packages, organize tours, and manage tourism operations
- **Guest Services & Concierge** – Focus on delivering personalised experiences to guests, from handling special requests to providing concierge services
- **Sales & Marketing in Hospitality** – Promote hospitality brands, including hotels, restaurants, and resorts, using marketing strategies and customer relationship management

- **Operations & Business Management** – Handle the logistics and behind-the-scenes operations of a hospitality business, from inventory management to budgeting and cost control

This internship will give you a broad understanding of the industry, helping you decide which path excites you most for your future career!

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