

Being Peace Maintenance Contractor

Contract Overview

Location: Being Peace Centre, Abenhall, Gloucestershire

Contract Basis: Self-employed contractor (outside IR35)

Contract Duration: 6 month initial contract with possibility of extension

Pay: £200 per day, approximately 2 days/week

Start Date: As soon as practical, likely November.

Application Deadline: 21 October 2025 (12 noon)

About Being Peace Centre

Being Peace Centre is a new mindfulness practice centre founded by Plum Village UK in the tradition of Zen Master Thich Nhat Hanh. Located on a beautiful historic farm in Abenhall, Gloucestershire, the centre will provide a peaceful environment for retreats and mindfulness practice throughout the year.

The centre will accommodate:

- 30+ residential guests year round
- Visiting teachers throughout the year
- The potential to grow this number to 60+ guests over the coming years
- A resident lay community of 6-8 people
- Working volunteers and regular local volunteers
- A sustainable "Happy Farm" mindful organic growing space, developing over the coming years.
- Walking meditation paths and dedicated practice spaces

Our vision is to create a vibrant, inclusive community where people from all backgrounds can experience the transformative power of mindfulness practice in the Plum Village tradition.

Service Requirements

The Maintenance Contractor will serve as the guardian and caretaker of the physical space of the Centre. The role creates and preserves an environment conducive to mindfulness, while ensuring operational continuity, legal compliance, and cost-effective facility management. It combines practical handwork with mindful stewardship of our shared space.

This is a unique opportunity to help shape the foundation and culture of a significant new Buddhist centre in the UK, combining people engagement skills with deep alignment to mindfulness principles.

Site repairs services

- Respond promptly to facility issues (plumbing, heating, minor repairs) within agreed service levels;
- Coordinate with external specialists for electrical, major plumbing, and other certified work;
- Ensure all repairs are carried out with minimal disruption to the retreatants and centre operations;
- Develop and maintain a list of emergency contractors for emergency situations;
- May be asked to provide emergency cover during retreats, through separate contract arrangements.

Preventative maintenance services

- Develop and deliver maintenance programmes for all buildings, vehicles and equipment to comply with regulatory requirements, within agreed service levels;
- Source and procure materials as required within agreed budget parameters;
- Maintain the boundaries and grounds, excluding designated garden areas;
- Keep the site tidy to best support a relaxing practise environment;
- Provide maintenance guidance and training to community members and volunteers;
- Work with Centre Director to ensure water, sewage, heating, fire and back-up power systems maintained, where necessary by external contractors;
- Create documentation and system manuals for site management.

Site development and conservation services

- Contribute to site landscape plan execution where within scope of expertise;
- Advise on maintenance implications of proposed developments;
- Liaise with farming partner for agricultural areas (fencing and livestock managed separately);
- Ensure land managed with conservation requirements;
- Engage with local land and maintenance related contractors as needed.

Budget management

- Deliver services within agreed maintenance budgets;
- Provide cost-effective solutions prioritising repairs and improvements;
- Submit regular budget reports and recommendations;

- Coordinate cost-effective contractor services for specialized work as necessary.

Health & Safety

- Conduct regular safety inspections;
- Maintain compliance with rural building regulations, accessibility requirements, and environmental standards;
- Develop safety processes and protocols in collaboration with management team;
- Provide health and safety guidance to volunteers and community members.

Contractor Requirements

- Contractor to maintain own business insurance and professional registrations;
- Contractor to provide own tools, equipment, transport as required (specialist site equipment will be provided where appropriate)
- Contractor to be responsible for own professional development and training including rural/environmental compliance updates.

Key Stakeholder Relationships

- **Primary Contact:** Centre Director
- **Coordination with:** Volunteer & Outreach Coordinator, Resident Community, Centre Director
- **Service Users:** Work Retreatants, volunteers, residential community

Contractor Specification

Technical Expertise:

- Proven track record in building maintenance and facility management services for multi-building sites;
- Demonstrable basic competency across multiple trades (carpentry, basic plumbing, decorating, grounds maintenance);
- Current knowledge of site based health & safety regulations;
- Experience in developing and implementing risk assessments procedure for large sites;
- Budget management and cost control experience;
- Contractor management and coordination experience.

Service Delivery Capabilities:

- Ability to maintain professional composure under pressure across large, complex site;
- Capacity to maintain serenity in urgent situations that require rapid response;
- Strong organisational and interpersonal skills, with the ability to manage volunteers effectively and teach basic practical skills to the Resident Community members;
- Capacity to work in a collaborative, non-hierarchical way, showing both initiative and deep listening;
- Ability to build strong relationships with others onsite;
- Adaptability for working in a start-up and evolving organisational environment with seasonal demands;
- Physical capability to cover large site areas and diverse maintenance requirements;
- Willingness to be on-call for emergency situations during retreats (under separate contract).

Desirable Additional Capabilities

- Experience working with volunteers and community groups;
- Understanding and affinity with Plum Village practices and culture;
- Experience with rural utility systems (wells, septic, heating systems, backup power);
- Understanding of environmental compliance requirements (septic systems, waste management, conservation areas);
- Electrical Safety Certification; Gas Safety Certification; Outdoor First Aid;
- Experience creating manuals;
- Knowledge of sustainable building practices or eco-friendly maintenance approaches.

Service Delivery Terms

Working Arrangements

- **Service Model:** Outcome-based service delivery with contractor autonomy over methods and timing;
- **Time Commitment:** Approximately 2 days per week (flexible delivery schedule, may require expansion based on 50-acre site complexity);
- **Scheduling:** Mutually agreed service windows with contractor maintaining discretion over specific timing and methods;
- **Substitution Rights:** Contractor has unrestricted right to provide suitably qualified substitute at own expense, subject to standard security clearances;
- **Emergency Support during retreats:** Available through separate call-out agreement with additional fees

Compensation and Benefits

- **Daily rate:** £200 per service day
- **Payment Terms:** Monthly invoicing in arrears
- **Accommodation:** Potential on-site accommodation available until end of January 2026 (separate arrangement)

Contract Award Process

Application Requirements

Please submit the following to roles@plumvillage.uk by 12 noon on 21st October:

1. Comprehensive CV highlighting relevant experience (to be sent to roles@plumvillage.uk)
2. [Application Form](#)
3. Names and contact details of two professional references (to be submitted as part of application form).

Selection Timeline

- Application deadline: 21 October 2025 (12 noon)
- Interviews: TBC
- Start date: November 2025 according to contractor availability

Plum Village UK is committed to being a diverse and inclusive community. We welcome inquiries and applications from all suitably experienced individuals regardless of age, disability, gender identity, ethnicity, religion, sexual orientation, relationship status and neurodiversity. Contract subject to enhanced DBS check.

For further information about the Being Peace Centre please visit www.beingpeace.uk. If you need any clarification, support, or alternative methods to complete your application, please don't hesitate to contact us at roles@plumvillage.uk. We're here to help.