

BOOMSATSUMA

Role General Manager, Specialist SEN Provision	Salary £55,000-£60,000 (DOE)
Location Multi-site: Bristol and Weston-super-Mare. Must hold a full UK driving license and have access to own vehicle.	Line Manager Reports to CEO/Board
Contract Permanent, Full-time	Start Date TBC - Depending on notice

WHO WE ARE

Boomsatsuma is a proudly independent educator delivering bespoke, industry-connected education for 16-year-olds and up in Bristol and the South West, always with compassion, care and a real focus on the individual.

We deliver education that trains the next generation of creatives in television and filmmaking, photography, game design, digital media and sports media. Our courses are built to flex and evolve with the industries we're part of - so students build the knowledge and confidence to take their next step.

JOB DESCRIPTION

The General Manager will provide strategic and operational leadership across boomsatsuma's specialist independent provision (BSPL), currently delivered across two sites in Bristol and Weston-super-Mare. This role is responsible for ensuring high-quality education, robust safeguarding, and effective multi-site operations for post-16 learners with Special Educational Needs (SEN), including those with EHCPs.

BSPL is built on a model that is intentionally small, local, and relevant, enabling highly individualised provision that responds to the specific needs of learners and local contexts. As part of this approach, the organisation has clear plans to scale provision across the region, with the intention of opening 1-2 additional centres per year.

The General Manager will play a central role in:

- Ensuring current sites operate effectively and consistently
- Developing systems and leadership capacity to support growth
- Maintaining quality and fidelity of the model as new sites are established

Working closely with the SENCO and Admissions Coordinator, the General Manager will ensure provision is compliant, responsive to learner needs, and aligned with commissioning expectations, while supporting the sustainable expansion of a multi-site model.

A key function of the role is the development and leadership of Centre Leads at each site, who will be responsible for the day-to-day running of provision.

KEY RESPONSIBILITIES

Strategic & Operational Leadership

- Provide overall leadership across both Bristol and Weston centres
- Ensure consistency, quality, and alignment of delivery across sites
- Develop systems and structures that enable effective multi-site operation
- Balance operational oversight with strategic development and growth

Centre Lead Development & Line Management Structure

- Recruit, develop, and line manage Centre Leads for each site
- Define and embed the Centre Lead role as responsible for:
 - Day-to-day centre operations
 - Line management of teaching staff and TAs
 - Implementation of provision at site level
- Support Centre Leads to adapt delivery to their specific cohort and context
- Ensure clear accountability, communication, and escalation pathways

Quality of Education & Learner Experience

- Ensure high-quality, individualised provision aligned to EHCP outcomes
- Work with the SENCO and Centre Leads to monitor and improve delivery
- Support Centre Leads in contextualising provision for:
 - Local cohort needs
 - Individual learner profiles
 - Site-specific dynamics
- Oversee learner progress, engagement, and outcomes in line with SLA expectations
- Embed a reflective, evidence-informed culture across teams

Safeguarding & Pastoral Oversight

- Hold overall responsibility for safeguarding across both sites (or act as DSL, depending on structure)
- Ensure safeguarding systems are robust, consistent, and compliant
- Support Centre Leads in maintaining strong safeguarding practice locally
- Promote a culture of wellbeing, safety, and trauma-informed practice
- Liaise with external agencies where required

Multi-Site Coordination & Scaling

- Develop and refine systems that enable consistent, high-quality delivery across multiple locations
- Ensure the “small, local, relevant” model is maintained as provision scales

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- Lead on operational readiness for new site openings (processes, staffing structures, delivery frameworks)
- Support the recruitment and development of Centre Leads for new locations
- Balance standardisation with the need for local adaptation based on cohort and context
- Contribute to strategic planning for regional growth (1–2 new centres per year)

Stakeholder & Commissioning Relationships

- Support relationships with Local Authority commissioners
- Ensure delivery aligns with SLAs and commissioning expectations
- Contribute to reporting, reviews, and quality assurance processes
- Maintain positive engagement with parents/carers and partners

Admissions & Learner Journey

- Work with the Admissions Coordinator to oversee referrals and onboarding
- Ensure appropriate assessment, integration, and placement decisions
- Oversee the learner journey from entry through to transition planning

Team Leadership & Culture

- Provide leadership across all staff through Centre Leads
- Support staff development, performance, and wellbeing
- Foster a collaborative, reflective, and learner-centred culture
- Ensure clarity of roles, expectations, and accountability

PERSON SPECIFICATION

Essential

- Experience working within SEN, alternative provision, or specialist education
- Strong understanding of EHCPs and SEND frameworks
- Experience leading teams and/or multi-site provision
- Experience developing staff and leadership capacity
- Strong knowledge of safeguarding requirements and best practice
- Ability to manage complex learner needs and operational demands
- Excellent organisational and communication skills
- Full UK driving licence and access to own vehicle

Desirable

- Experience in post-16 education or alternative provision
- Experience working with Local Authorities and commissioned services
- Understanding of Ofsted frameworks and quality assurance processes
- Experience supporting organisational growth or scaling provision

Key Attributes

- Strategic but grounded in day-to-day operational reality
- Able to balance consistency with flexibility across sites
- Strong judgement in complex and evolving contexts
- Committed to inclusive, individualised education
- Motivated by improving outcomes for young people with SEND

Key Relationships

- Centre Leads (site-level leadership and delivery)
- SENCO (education quality, EHCP alignment, ILPs)
- Admissions Coordinator (referrals and onboarding)
- Teaching staff and support staff
- Local Authority commissioners and external partners

In Summary

This is a senior leadership role within a growing specialist provision. The General Manager will ensure high-quality, individualised delivery across multiple sites while developing a strong Centre Lead structure and building a scalable, sustainable model that meets the needs of learners, staff, and commissioners.



WHAT WE OFFER

- A rare opportunity to help shape and pioneer a new specialist provision
- Ongoing CPD and leadership development
- A collaborative team committed to transformation, inclusion and innovation in education
- The chance to work on a multitude of creative briefs (both internal and external), while making a real difference in others' lives
- Competitive salary
- Generous holiday entitlement
- Employer pension contribution
- Cycle to Work Scheme
- Employee Assistance Programme (EAP)

HOW TO APPLY

To apply, send a CV and cover letter to jobs@boomsatsuma.com. Shortlisted candidates will be contacted to complete an application form prior to interview.

We value the benefits of having a diverse team, and our recruitment style ensures everyone is treated fairly. We welcome, and actively encourage, applications from people across all communities.