



Job Vacancy

Assistant Manager – Learning Disability Day Service

Location: The Stables, Bisterne, near Ringwood

Salary: £32,240 per year

Hours: 40 hours per week Monday to Friday

Contract: Permanent

Ready to step up into management in a service where people genuinely come first?

At The Stable Family Home Trust, we support adults with learning disabilities to build the skills and confidence to live as independently as possible, and to be valued in their local communities. We're looking for an Assistant Manager to help lead our day service at The Stables in Bisterne – a role where you'll shape a varied, person-centred programme and develop a team that makes a real difference every day.

If you're an experienced Team Leader, Senior Support Worker or Deputy Manager in learning disability services and you're ready for your next step, we'd love to hear from you.

About the role

Working alongside our Day Services Manager, you'll keep the service running safely and smoothly, lead and support a dedicated staff team, and help the people we support to achieve their goals and ambitions.

What you'll be doing

- Planning and delivering a varied programme of activities that builds skills, confidence, independence and enjoyment
- Coordinating the day-to-day running of the service, leading briefings and handovers, and managing rotas
- Line managing staff through regular supervision, performance reviews and ongoing development
- Keeping support plans and records accurate and up to date, including on our case management system, Nourish
- Championing safeguarding, health and safety, safe medication management and high standards of care, including CQC standards where relevant
- Building strong relationships with families, carers, social workers and partner organisations
- Supporting recruitment, budget monitoring and the promotion of our day services

What you'll bring

- Experience of working with people with learning disabilities, including people with additional and mental health needs
- Experience of supervising or line managing staff, including one-to-ones and reflective practice



- A solid understanding of safeguarding and your role in identifying, reporting and responding to concerns
- Experience of delivering activity programmes and managing rotas or timetables
- The ability to stay calm, prioritise and make sound decisions when things don't go to plan
- Confidence using email, Microsoft Office and a case management system
- An understanding of CQC standards and the regulatory requirements for day services

It would be great if you also have a full UK driving licence, access to a car and business insurance. The role is based at The Stables, with occasional work at our other sites in Highcliffe and Southbourne.

What we offer

- A salary of £32,240 per year for 40 hours per week
- 33 days annual leave entitlement
- Pension
- Other benefits –free parking, wellbeing support, employee assistance programme, Blue Light Card
- Ongoing training and development to help you grow as a leader
- The chance to join a values-led organisation guided by Choice, Collaboration, Respect, Safety and Trust

Good to know

- This role requires an Enhanced DBS check with Barred List check.
- Occasional evening or weekend work may be needed to support fundraising events.
- We're committed to diversity in our team and particularly welcome applications from disabled people and from people of different ethnic, socio-economic and educational backgrounds.

Only UK-based candidates with the right to work in the UK can apply as we are unable to provide visa sponsorship.

If you would like to apply for this vacancy, reply to this advert with your CV and brief covering letter, visit our website www.sfht.org.uk or contact the HR Department via: recruitment@sfht.org.uk