



Job Details

JOB TITLE: Deputy Head of Operations

SALARY: £41,333 – £44,870 per annum (Term Time – 41 weeks)

LOCATION: Elysian, West Horsley

JOB TYPE: Full-Time, Term-Time

DETAILS:

We are looking for an experienced, motivated and compassionate **Deputy Head of Operations** to join our senior team and help lead the day-to-day running of our therapeutic education and alternative provision services.

This role is perfect for someone who thrives in a fast-paced, dynamic environment, enjoys being out and about across sites, and has a genuine passion for supporting vulnerable children and young people.

The Deputy Head of Operations plays a key leadership role in ensuring Elysian's provisions run safely, smoothly, and in alignment with our holistic, trauma-informed, and animal-assisted therapeutic approach.

You won't be sat at a desk all day. You'll be actively supporting staff, managing logistics, problem-solving, responding to incidents, and helping to maintain a calm, safe and structured environment across the site.

If you are an experienced operational leader, passionate about education, safeguarding, and making a difference – and you love a challenge – this could be the ideal opportunity for you.

Why Join?

- Lead in a values-led, therapeutic setting where no two days are the same
- Make a real impact in the lives of children, young people, families, and staff
- Be part of a skilled and passionate leadership team
- Opportunities for growth and involvement in strategic development
- Work across beautiful, animal-assisted learning environments

KEY RESPONSIBILITIES

- Oversee the daily operational running of the provision and site logistics
- Lead on safeguarding (DSL or Deputy DSL), health and safety, and compliance
- Support and supervise staff across education and therapeutic teams
- Coordinate daily schedules, staffing, timetables, and resource use
- Respond to incidents and behavioural challenges, providing calm and effective leadership
- Liaise with external professionals, parents, and local authorities
- Deliver staff briefings, promote morale and model solution-focused leadership
- Contribute to strategic planning, quality assurance, and long-term improvements

ABOUT YOU

Essential:

- Leadership experience in operational or safeguarding roles (ideally in education, SEND, or social care)

- Excellent organisational, interpersonal, and communication skills
- Skilled at supporting and leading staff teams in a busy environment
- Experience handling safeguarding concerns and working with external agencies
- Resilient, calm under pressure, and confident in crisis situations
- Practical, solution-focused, and adaptable

Desirable:

- Experience working within Independent Schools, AP or Specialist SEN provisions
- Knowledge of independent school compliance and regulatory standards
- DSL qualification or similar safeguarding training

EMPLOYER: Elysian is a therapeutic education and alternative provision provider working with children and young people with social, emotional and mental health needs, including ASD, ADHD and trauma. We integrate animals, nature and therapy into education to support wellbeing and engagement.

The organisation is committed to Safeguarding Children and Young People. All roles are subject to Safeguarding scrutiny, including references and DBS Checks, prior to commencing employment.