

<b>Post</b>	Estates Manager
<b>Salary</b>	£50k - £55k
<b>Responsible to</b>	Head of Health & Safety

## Primary Job Purpose

The Estates Manager, reporting to the Head of Health and Safety, will lead the operational delivery of building and facilities management services across a Scotland-wide estate through effective collaboration and strong supply-chain partnerships. The purpose of the role is to ensure that the built environment and internal spaces consistently support diverse social care services, aligning with organisational priorities, clear standards, robust governance, and high-quality service delivery.

The immediate focus of the role will be to stabilise and modernise buildings and facilities management operations, review and strengthen service delivery models, and develop a clear roadmap for a future operating model capable of supporting a complex estate and emerging partnership arrangements.

Working closely with internal stakeholders, the postholder will assist, guide, and support managers to ensure that work environments actively promote staff wellbeing and deliver an outstanding, person-centred care experience for the people we support. The Estates Manager will play a key role in ensuring the Enable estate is adaptable, compliant, sustainable, and resilient across different regulatory contexts and operating environments.

## Main Duties and Responsibilities

- Lead the delivery of reactive and planned building and facilities management services across the Scotland-wide Enable estate, ensuring safe, efficient and high-quality operations.
- Develop, secure stakeholder agreement for, and implement facilities management improvement plans to modernise services, systems and operating models in line with recognised best practice.
- Establish clear, consistent standards for facilities operations, statutory compliance and service performance across diverse operational settings.
- Strengthen statutory compliance, health and safety performance and risk management across the estate, ensuring alignment with differing regulatory requirements.
- Provide technical leadership across maintenance, works management, compliance, facilities, landscape and environmental services, ensuring coordinated and effective delivery.
- Manage operational budgets and ensure value for money across in-house provision, contracted services and partnership arrangements.
- Work closely with operations managers to embed sustainability and Net Zero principles across Enable's facilities management activities.

- Work with Health and Safety colleagues to strengthen business resilience through the development and maintenance of business continuity and emergency plans.
- Build effective relationships with operational colleagues, central services, local managers and external partners to support high-quality service delivery.

## Person Specification

### Essential

- Significant experience in estates or facilities management within a large, multi-site organisation, ideally with diverse operational environments.
- In-depth knowledge of health and safety legislation, CDM requirements, statutory compliance obligations and estate operations.
- Strong financial and commercial acumen, including experience managing budgets, procurement activity, and complex supplier and contract arrangements.
- Proven ability to manage, motivate and develop a support team within a large, complex organisational structure.
- Excellent communication and stakeholder engagement skills, acting with credibility and confidence when working with external consultants, contractors and internal colleagues.
- A clear commitment to service excellence, sustainability and enabling high-quality service delivery across the estate.
- Full UK driving licence required due to travel between sites.

### Desirable

- You will be an experienced Estates or Facilities professional, with an understanding of the operational challenges of multi-site delivery and partnership-based service models.
- A proven track record of leading service transformation and operational improvement, within a relevant area context, ideally health and social care or charity sector.
- Degree-level education in a relevant discipline (such as construction management, architecture, quantity surveying or a related built-environment field), or equivalent professional experience in estate and facilities delivery.
- Membership of a recognised professional body (e.g., IWFM, NEBOSH, RICS or equivalent).