

Job Title: Manager, Occupational Health & Safety

Location: School District 35 (Langley)

Reporting To: Senior Manager, Wellness, Health & Safety

Introduction: School District No. 35 (Langley) is seeking an Occupational Health & Safety Manager to support the organization by responding to inquiries from school and site-based leaders, investigating and finding solutions to reduce hazards at the workplace, overseeing and delivering various safety programs, and acting as a resource to the Joint Occupational Health and Safety (JOHS) Committees. The incumbent provides direct client support on health and safety matters and builds relationships with District personnel as a subject matter expert on resolving workplace safety issues.

Key Responsibilities:

- Accountable for supporting and contributing to the development, delivery, implementation, evaluation, coordination, and administration of written health and safety policies, procedures, and programs for all aspects of occupational health and safety, ensuring compliance with relevant legislation.
- Acting as the first point of contact for workplace safety inquiries or issues, providing expertise, advice, guidance, and resources to clients, and prioritizing, redirecting, or escalating queries as appropriate.
- Coordinating and delivering safety training courses and testing, or arranging for external training, including CPI Nonviolent Crisis Intervention and JOHS Committee training.
- Liaising with all site/school JOHS Committees to ensure these committees meet their mandate as established by the Workers Compensation Act.
- Leading the Environmental Violence Risk Assessment Initiative.
- Conducting investigations of serious incidents, inspections, assessments, and audits as needed to ensure compliance with regulatory requirements.
- Ensuring appropriate and timely incident reporting, investigations, and risk assessments as required, exercising discretion and adherence to Workers' Compensation Act and OHS Regulations.
- Acting as a district representative with WorkSafeBC Prevention Officers and responding to WorkSafeBC inquiries and inspection reports.

- Supporting the Senior Manager, Wellness, Health and Safety as needed and performing other related duties as assigned.

Qualifications:

- Minimum 2-year Diploma from a recognized post-secondary institution in a related field.
- 5 years' experience in Occupational Health and Safety within a unionized environment, including developing and implementing safe work procedures, responding to safety incidents, and liaising with JOHS Committees.
- Experience in the K-12 public education sector, particularly with respect to violent incident reporting, would be an asset.
- Superior investigative, analytical, and creative problem-solving skills.
- Excellent interpersonal, verbal, and written communication skills.
- The ability to work independently and as part of a team is essential.
- Professional accreditation (CRSP, CSP, CIH, ROH) or the ability to achieve these accreditations is desirable.
- Valid BC Drivers License and reliable transportation is required.

Qualified applicants are invited to apply on Make a Future at <https://buff.ly/EwSqMg0>.