

Employment Opportunity

Corporate Safety Advisor

Permanent Full-Time

Reporting to the Manager of Human Resource Services, the Corporate Safety Advisor is responsible for bringing the Corporate Occupational Health and Safety (OHS) program to life across the organization. This role is focused on implementation, usability, and supporting operations—ensuring safety processes are practical, understood, and consistently applied.

This is a one-person safety function, supported by the Manager of Human Resource Services. Success in this role requires someone who can bring structure, clarity, and simplicity to the program, connecting the pieces into a cohesive OHS management system that works in a municipal environment.

You will work across the organization to integrate safety into day-to-day operations in a way that reflects how work actually gets done—from field environments to facilities and everything in between. You must be able to translate safety requirements into something people understand and act on, supporting employees, supervisors, and leaders in knowing what safe work looks like in practice.

If you're someone who enjoys turning good ideas into real-world results, and can talk hazard assessments just as comfortably in steel-toed boots as you can in a meeting room, you'll fit right in.

Key Responsibilities:

- Lead the implementation and ongoing refinement of a practical, risk-based Occupational Health and Safety program aligned with operational needs.
- Partner with leaders and employees to support day-to-day safety program delivery, including developing safe work practices, hazard assessments, and job procedures that reflect real work conditions.
- Support incident and injury response, including investigations, root cause analysis, corrective actions, and coordination with claims processes (e.g., WCB).
- Identify and manage OHS-related risks, conduct inspections and audits, and use findings to strengthen prevention and compliance.
- Drive the implementation of a digital safety solution and related process improvements to make safety systems more efficient, user-friendly, and effective.
- Provide training, coaching, and guidance, and support Health and Safety Committees to build organizational capacity and consistency.
- Provide expertise in contractor safety and prime contractor responsibilities, and participate in emergency management as required.
- Monitor performance, analyze trends, and support reporting, program updates, and budget planning to ensure the program remains effective and responsive.

Requirements:

- Post-Secondary Diploma or Degree with a focus in Occupational Health and Safety or a related discipline. *Note: Combinations and equivalencies of education and experience may be considered.*
- 5+ years of progressively responsible and direct professional experience in OHS management, with expertise in risk management, program development and management, contractor safety and injury claims management.
- Canadian Registered Safety Professional designation is preferred.
- Valid Alberta Class 5 Driver's Licence is required.
- Experience in a public sector and unionized environment is considered an asset.
- Advanced knowledge in the Alberta OHS Act, Regulation and Code, other applicable legislation, industry standards and best practices, with a sound understanding of municipal operations, policies and objectives.
- Intermediate skills with Microsoft Office (i.e., Excel, Word, Outlook, etc.).
- Strong written and interpersonal communication skills with attention to detail and a high level of accuracy.
- Project management and process optimization experience.

Compensation/Hours of Work: Annual salary range of \$91,372—109,103 (7 Step Grid), based on a 35-hour work week. We offer a comprehensive benefits package including pension, professional development opportunities and a supportive work environment.

Application Deadline: **Wednesday, May 13, 2026 at 11:59pm**

To apply to this position, please visit www.morinville.ca/careers

We thank all applicants for their interest; however, only those under consideration will be contacted. The Town of Morinville values and supports diversity and inclusion in the workplace and encourages all qualified individuals to apply. Accessibility accommodations are available upon request for candidates participating in all aspects of the selection process.