



MANAGER – HEALTH, SAFETY & WELLNESS

School District No. 83 Ƙwsaltktnéws ne Secwepemcúl'ecw invites applications from individuals who are seeking a challenging and rewarding opportunity in a vibrant and beautiful environment. The start date for the position is negotiable depending on the availability of the successful applicant but is anticipated that the appointment would be effective August 1, 2026.

Our District

In School District No. 83, we serve just over 6700 students in 24 schools through a variety of sites located around Shuswap Lake and the North Okanagan. We are known for strong academic achievement, a thriving trades and careers program, and a rich culture of school athletics. The school district enjoys comprehensive Local Education Agreements with each of four First Nations bands. One elementary, one middle, and two secondary schools offer French Immersion.

Our Communities

With year-round recreational activities in a spectacular natural setting, we offer a small-town atmosphere with big city services. You'll find musical and theatre performances, garden markets, wineries, and opportunities for world class boating, biking, hiking, and golf right outside your door. Add in quick access to larger centers and very affordable housing, and it is clear that the North Okanagan-Shuswap is a truly desirable place to live.

The Candidate

The Manager of Health, Safety and Wellness is an excluded position and reports directly to the Secretary Treasurer. This position performs a critical role in the delivery of a wide range of professional services that includes: OH&S management, compliance and training; development of disability management and RTW programs; attendance support; employee wellness initiatives; liaising with WorkSafeBC, our local unions, District management and other stakeholders.

Key Responsibilities

- Plan, control, maintain and provide oversight of comprehensive health and safety program.
- Develop, implement and audit health and safety policies, procedures and plans in accordance with legislative requirements and best practices.
- Oversee accident and incident reporting, investigations, and risk assessments and provide support and direction as needed.
- Act as the first point of contact for workplace safety inquiries or issues, providing expertise, advice, guidance and resources.
- Coordinate, develop, facilitate and track safety training programs/courses for employees on health and safety to ensure compliance with legislation and regulations.
- Orient new employees to the health and safety program and legislative requirements.
- Liaise with site JOHS committees to ensure committees meet requirements.
- Act as a resource to all employees to ensure compliance with District health and safety policies, procedures and WorkSafe legislation and regulations.
- Coordinate, develop and manage Health and Wellness programs.

Required Education and Experience

- Completion of a Post-secondary degree, diploma, or certificate in Occupational Health and Safety or a Bachelor's Degree in human resources, health sciences, or business, with additional specialized training in disability management;
- Qualification, or commitment to become qualified, as a Canadian Registered Safety Professional (CRSP) would be considered an asset;
- Minimum of four years of related experience including experience in employee wellness programs, health and safety and/or disability management, return-to-work, medicals and accommodations, disability prevention and rehabilitation, preferably within a multi-union environment;
- Extensive knowledge of the *Workers' Compensation Act*, *Occupational Health and Safety Regulations*, and any other applicable legislation;
- Knowledge of human resources legislation and professional practices relating to labour relations, human rights, attendance support, HR planning and development, and WorkSafeBC Rehabilitation Services and Claims Manuals;
- Excellent interpersonal and communication skills.
- Experience in the public sector environment, particularly in K-12 education, is an asset.

This is a full-time 12-month position with an annual salary range for this position is \$102,675.00 to \$128,344.00 and is complemented with a generous benefits package including Municipal Pension Plan.

Qualified individuals are invited to apply in confidence by submitting a cover letter, resume, and three professional references to Make a Future at <https://buff.ly/ldvOrgY> by **noon on Friday, July 24, 2026**. The successful candidate will be subject to the terms of the Criminal Review Act. Only short-listed candidates will be contacted. For more information about this position, please contact Jeremy Hunt, Secretary Treasurer at jhunt@sd83.bc.ca. For assistance with the application process, please contact Krista Fournier, HR Administrative Assistant at 250-804-7841.

School District No. 83 (Kwátsktnéws ne Secwepemcúl'ecw) is an equal opportunity employer.