



THREE LINKS CARE SOCIETY

Job description

CONTRACTED POSITION

The Safety Officer's primary responsibility is for health and safety practices throughout the facility. The Safety officer will engage with staff and relevant stakeholders to reduce risk and keep the workplace healthy and safe through a consultative approach. The Safety Officer will co-chair several committees including our JOSH & Emergency response planning.

EXAMPLES OF DUTIES AND RESPONSIBILITIES

- Represent the employer as the Co-Chair on our Joint Occupational Health & Safety Committee (JOSH)
- Evaluate effectiveness of existing Health & Safety practices/procedures/environment and provide written recommendations to the organization for improvement
- Ensures compliance with current WSBC safety standards
- Monitor and provide staff "*on the job*" coaching on safe work procedures
- Conduct violence risk assessments
- Conduct incident investigation, risk & safety inspections as required with written recommendations provided
- Contributes to the development and organization of ongoing education for the JOSH committee members
- Provides training and orientation on workplace health and safety to new employees
- Co-Chairs our emergency preparedness & pandemic response planning committee
- Organize monthly fire drills & code exercises
- Innovate and execute emergency preparedness events for staff and residents
- Develop & maintain policies and procedures manuals
- Liaise with SafeCare BC & participate in continued education

PREFERRED QUALIFICATIONS

- Certificate or Diploma in Occupational Health and Safety, or similar field
- Demonstrated Knowledge of Occupational Health & Safety Legislation

Part-time hours: 22.5 per week

Job Types: Part-time, Permanent

Salary: \$30.00-\$35.00 per hour