

# WEST HALDIMAND GENERAL HOSPITAL

## J O B P O S T I N G

**Posting No:** 2024-19  
**JOB TITLE:** Manager of Safety & Wellness  
**STATUS:** Full-time  
**SALARY:** \$82, 231.50 - \$100, 050.00

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### Manager of Safety & Wellness

**Opportunity:** Reporting to the Chief Human Resources Officer, the Manager of Safety & Wellness is responsible for the continuous improvement and development, implementation, execution and evaluation of robust safety programs, policies and procedures, and is responsible to develop, plan, execute and manage programs, policies and procedures relating health & safety and wellness at West Haldimand General Hospital (WHGH), Norfolk General Hospital (NGH) and Norfolk Hospital Nursing Home (NHNH). The Manager of Safety & Wellness provides ongoing direction, expertise and guidance as it relates to all operational and continuous improvement matters involving workplace safety.

This position oversees the Occupational Health & Safety department including: health/infectious disease surveillance, safety services, WSIB claims management, Ministry of Labour, disability management, employee health services, immunization campaigns, health education and training program, policies and procedures development, workplace violence prevention program, joint occupational health and safety, staff wellbeing & wellness, etc., to meet organizational goals and priorities in collaboration with internal and external leaders and stakeholders.

### **Duties & Responsibilities:**

1. Responsible to conceptualize, develop, plan, execute and manage safety and wellness programs, policies and procedures to ensure compliance and safety while optimizing the safety of WHGH's and NGH/NHNH's environment and its workforce.
2. Enhance and champion prevention and mitigation strategies in anticipation and response to unpredictable circumstances changing legislation and case law, workplace trends, emerging risks and impacting workplace factors.
3. Fosters a healthy workplace culture that recognizes and values all workers and respects diversity and equality, to influence transformation aligned with the WHGH and NGH/NHNH Strategic Plan.
4. Collaborates with all WHGH and NGH/NHNH leaders, external partners, outsourced service providers and contractor agencies to ensure the effective administration of and compliance of Occupational Health and Safety Legislation and Health Care Regulations, Health and Safety policies and procedures.
5. Accountable for oversight of the Joint Health and Safety Committees across the organizations and to ensure that its members are provided with the necessary legislated training.
6. Influence and build support at all levels at WHGH and NGH/NHNH for the initiatives, priorities and goals within the health, safety and wellness strategic plan, and to advance the commitment of the organization in creating a culture of health, safety and wellness.
7. Strive to personally champion a culture of health, safety and wellness that is embedded in all individuals who work at WHGH and NGH/NHNH.

8. Champions and leads corporate strategies (examples include reducing costs and MSD prevention related to occupational illness/injury and WSIB incidents) and initiatives enterprise wide while ensuring alignment with Hospital policies, procedures, legislation, collective agreements and the Corporate Mission, Vision and Values, while minimizing risk and financial liability to the organization.

**Position Qualifications:**

1. Undergraduate degree in Occupational Health & Safety Degree/Diploma or a related field.
2. Canadian Registered Safety Professional (CRSP) designation.
3. Specialized management experience in large, diverse, highly unionized environment required, acute care and teaching healthcare environment preferred.
4. Demonstrated leadership skills including the ability to build and lead performance driven teams while aligning with organization values, setting priorities and undertaking multiple tasks with tight deadlines.
5. Expert knowledge and proven understanding of the Occupational Health and Safety Act (OHSA), regulations under the Protection Act, Workplace and Safety and Insurance Act, Asbestos Regulations, WHMIS regulations and all relevant governance, national and provincial safety, risk and management standards.
6. Expert knowledge and understanding of theories and principles of managed health, safety, and wellness programs. Excellent analytical and report preparation skills.
7. Previous experience and track record in promoting and implementing evidence-based Occupational Health and Safety programs which achieved desired outcomes and improved organizational performance
8. Knowledge of construction regulations and asbestos management considered an asset.
9. Previous experience and track record in promoting and implementing evidence-based health, safety and wellness initiatives which achieved desired outcomes and improved safety.
10. Strong experience in the development, implementation and evaluation of best practice in employee-centric enterprise-wide initiatives.
11. Strong ability to conceptualize and execute change management in a large, multi-site setting.
12. Excellent communication and interpersonal skills with proven ability to build trust at all levels of the organization. Excellent relationship-building skills, influential and persuasive communication skills, and superior presentation skills.
13. Creative problem solver with the ability to lead, interact with and motivate individuals in a high-performing work culture.
14. A demonstrated passion for healthcare which will result in an active role as change agent driving our organization's performance.
15. Ability to develop partnerships and achieve results through others using motivation principles and negotiation skills.
16. Proven ability to interface effectively with management and leadership teams.
17. Strong results orientation and an energy and enthusiasm to work through a challenging system. Knowledge and experience working within a structured approach of program development and deployment.
18. Demonstrated ability to effectively work independently.
19. Willingness to be flexible with working hours to suit operational requirements.

20. Effective leadership, critical thinking and team building skills.
21. Ability to adhere to and provide leadership that respects and supports the unique mission, vision and values of the organization.

### **About Us**

**West Haldimand General Hospital** (WHGH) is a rural community hospital which provides excellent primary hospital and health care services to the people of Hagersville and its surrounding areas. WHGH has a 23-bed acute care Inpatient Unit, 24/7 Emergency Department, Ambulatory clinics and provides perioperative services for same-day surgical patients. WHGH is just a short 30-minute drive away from Simcoe, Brantford and Hamilton.

Located in Simcoe, Ontario, **Norfolk General Hospital** (NGH) provides excellent healthcare to a municipality of approximately 69,000 people. NGH provides a continuum of services including Emergency, Critical Care, Obstetrics, Medicine, Surgery, and Complex Continuing Care. Simcoe is less than one hour away from most major centers, including Hamilton and London, and only 90 minutes from the Greater Toronto Area.

The **Norfolk Hospital Nursing Home** (NHNH) is an 80 bed, publicly owned, non-profit facility opened in 1975. A member of the OANHS, NHNH is fully accredited by the Accreditation Canada and operated under the direction of a 10 member community Board of Trustees. The Mission of the Norfolk Hospital Nursing Home is to enrich lives with dignity, care and compassion.

Interested applicants are invited to submit a cover letter and resume by February 12<sup>th</sup>, 2024 to [sirvine@ngh.on.ca](mailto:sirvine@ngh.on.ca).

IN ORDER TO ENSURE EQUAL OPPORTUNITIES DURING THE RECRUITMENT AND SELECTION PROCESS,  
WEST HALDIMAND GENERAL HOSPITAL PROVIDES ACCOMMODATIONS FOR APPLICANTS WITH  
DISABILITIES, UPON REQUEST.

For more information about WHGH and the communities we serve, please visit [www.whgh.ca](http://www.whgh.ca)