



KUNUWANIMANO CHILD AND FAMILY SERVICES

Kunuwanimano Child and Family Services is a not-for-profit child and family services agency offering services in a holistic manner to strengthen children and families in their own communities in the context of their unique cultural heritage.

CAREER OPPORTUNITY

POSITION:	Health and Safety Coordinator (Non-Union Position)
COMPETITION:	21-04
LOCATION:	Timmins, ON - with regular and frequent throughout the district
STATUS:	Full Time
SALARY:	\$61,681 - \$81,168 per annum
CLOSING DATE:	January 21, 2021 @ 4:30pm

JOB SUMMARY: Reporting to the Human Resources Manager, the Health and Safety Coordinator uses their comprehensive knowledge of the occupational health and safety regulations to ensure compliance in processes while building a positive safety culture by planning, developing and managing the delivery of Health and Safety initiatives jointly with multiple stakeholders both internal and externally, which includes support, communication and education.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Community College Diploma and/or University Degree in Occupational Health and Safety or a related field, or an equivalent combination of education and experience.
- 5 years related experience in leading health, safety, and accident prevention
- Preference will be given to candidates with a Certification Canadian Registered Safety Professionals (CRSP) designation
- Progressive experience in researching, developing, implementing and maintaining health and safety programs preferably in a public sector environment
- Experience working with First Nations people

Knowledge, Skills and Abilities:

- Advanced knowledge and application of relevant legislation including but not limited to Occupational Health & Safety Act and regulations
- Knowledge of legislation such as Employment Standards Act, Occupational Health and Safety Act, Workers Safety and Insurance Act, Ontario Human Rights Code.
- Knowledge of applicable Health and Safety regulations, codes, practices and standards, including the ability to accurately interpret and apply policies, procedures, and laws related to Health and Safety, WSIB Legislation and case management processes
- Proven ability to build credibility and strong partnerships at all levels, through engagement and leadership and by fostering positive relations with Union and external partners
- Ability to multi-task in a multi-location organization and problem-solve while maintaining flexibility in a fast-paced environment
- Motivated, self-directed; ability to work effectively independently and as part of a team
- Exceptional interpersonal and written communication skills including attention
- Strong proficiency with Microsoft Office Suite and ability to learn to use new software
- Ability to speak a Native language will be considered a major asset.

We offer a competitive benefits, pension and compensation package and opportunities for professional development.

Please refer to our website: www.kunuwanimano.com/employment.htm, for posting details. A detailed job description is available upon request. Please quote the Competition No. in your cover letter and resume, and submit by email to HR@kunuwanimano.com, by fax to 705 266-9122, or by mail to:

Human Resources, Kunuwanimano Child & Family Services
401 Cedar Street South
Timmins, Ontario, P4N 2H7

Please note that preference will be given to qualified First Nations and Aboriginal applicants. **Please self-identify.** We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

Thank you for your interest in our Agency. Only those considered for an interview will be contacted.