

## Occupational Health and Safety Advisor Job Posting

### About BCMSA:

A perfect blend of safety expertise and administrative magic. It's our people formula at the BCMSA. Our team is growing, and we want you to join us! The BC Municipal Safety Association (BCMSA) stands as a cornerstone in the realm of occupational health and safety within British Columbia. Dedicated to fostering safe and healthy workplaces, BCMSA serves as a leading non-profit organization for over 50,000 individuals providing guidance, resources, and support to municipalities and their employees across the province. BCMSA empowers people to create healthier and safer workplaces through the sharing of knowledge and resources.

### Position Summary:

We are seeking a dynamic, team-oriented, and dedicated Occupational Health and Safety Advisor to join our team. Reporting directly to the Senior Occupational Health and Safety Advisor, this role offers a unique opportunity to make a significant impact on occupational health and safety across British Columbia's local government sector. In this role, you will provide expert advice and support to our membership, helping to mitigate health and safety issues and advance a strong safety culture. You will ensure occupational health and safety systems not only meet but exceed legislative standards, positively influencing industry-wide health and safety KPIs. You will also contribute to the development, implementation, coordination, and administration of the BCMSA's Occupational Health and Safety Programs. Your strategic and analytical problem-solving skills will be essential in developing and recommending solutions, anticipating trends, creating innovative strategies, establishing priorities, and meeting goals. Additionally, strong organizational skills are required to manage deadlines and ensure the timely completion of tasks to the highest standard.

### Key Responsibilities:

- Ensure workplace health and safety compliance with legislative standards, regulations, and industry best practices.
- Support BCMSA's comprehensive health and safety resource portfolio, including programs, safety talks, and strategic initiatives.
- Conduct statistical analysis on WorkSafeBC data to identify trends and areas for improvement.
- Engage with members to understand injury rates and implement cost-reduction strategies.
- Participate in and lead subcommittees and working groups.
- Foster and maintain strategic relationships with regulatory bodies, members, and other key partners.
- Provide support for the COR (Certificate of Recognition) program.

### Required Qualifications:

- Successful new graduate out of an Occupational Health & Safety Diploma or Certificate Program.

- Intermediate knowledge of safety requirements for municipalities, including regulatory information and safe practice information; knowledge of the policies, regulations, statutes, and legislation governing the work.
- Experience in designing/implementing safety initiatives and delivering safety resources to diverse work groups.
- You are technologically savvy and enjoy working in a fast-paced environment.
- Your communication skills are second only to your ability to foster positive and productive relationships as trust and confidence are crucial to your success.

## Why Work for BCMSA

BCMSA is a highly driven, fast-paced environment that actively rewards employees through a competitive compensation package.

- We genuinely care for one another and the members we serve.
- We foster a positive workplace culture through team-building events and a supportive work environment.
- We are committed to diversity, equity, belonging, and inclusion.
- We offer a flexible work environment.
- We offer a comprehensive remuneration package including a competitive annual salary of \$70,000.00.

This is a temporary full-time position for 12-18 months, with a possibility of extension. The expected start is December 1, 2024.

## How to Apply

If this looks like the opportunity to make a positive impact you've been seeking, please submit a cover letter and resume indicating 'Occupational Health and Safety Advisor' in the subject line to: [jobs@bcmsa.ca](mailto:jobs@bcmsa.ca) before **4:00 pm on Wednesday, October 9<sup>th</sup>, 2024**. Please note, that the successful candidate must reside in British Columbia.

Connect with us and find out more at [www.bcmsa.ca/careers/](http://www.bcmsa.ca/careers/). Should you have any inquiries or wish to gain more insight regarding the position, our team members would be happy to get in touch with you.

*We thank all applicants for their interest; however, only those shortlisted for interviews will be contacted.*