



# JOB POSTING

## HR and Safety Advisor

**COMPETITION NO:** 2017-057  
**TERMS:** Permanent Full-Time  
**HOURS OF WORK:** Monday to Friday 8:30 – 4:30  
**APPLICATION DEADLINE:** 4:00 p.m., October 25, 2017

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Encompassing an unparalleled geographic region in the heart of British Columbia, the Thompson-Nicola Regional District (TNRD) offers the best of both worlds. Urban life within vibrant communities and outlying rural regions that showcase the region's beauty - pristine but rugged mountains, rolling grasslands, lush evergreen forests and both historic and modern areas, all within approximately 45,000 square kilometres. Headquartered in the City of Kamloops, the TNRD provides a wide range of local government services to a population of 130,000 located within its 11 diverse municipalities and 10 electoral areas.

### **Role Overview**

The TNRD is seeking an energetic and motivated HR and Safety professional responsible for the implementation of human resource programs to promote employee wellness and safety to enhance the corporate culture and meet the goals and legal obligations of the Regional District. This includes initiating continual improvement to the TNRD OH&S, attendance management, return to work, and wellness programs. This role will take a leadership role in management's responsibility in injury prevention, environmental safety, occupational health and safety, employee and family wellness, and will be responsible for being the employer representative on workplace inspections and investigations.

### **Candidate Background**

#### Education/Experience

- You must have a degree or diploma in Human Resources with specialized knowledge in OH&S, together with a minimum of three years' Human Resources experience, with a focus on occupational health and safety or Human Resources experience in a safety-focused organization
- An equivalent combination of education and experience may be considered
- A related professional designation such as CRSP or CHRP, would be considered an asset, but is not essential
- Experience in a unionized organization and/or in a local government environment, is preferred
- Through education and/or experience, you must have gained a thorough understanding of the Workers' Compensation Act, WorkSafeBC OHS Regulation, accident investigation techniques, WorkSafeBC claims management, and workplace inspections

### Skills and Abilities

- A demonstrated ability to provide coaching, guidance, advice and support to managers, supervisors and employees regarding safety and wellness
- Demonstrated ability to enhance, implement and oversee corporate initiatives such as Occupational Health and Safety, Attendance Management, Return to Work, Mental Health & Wellness, and Workplace Safety Culture programs
- Demonstrated ability to deliver safety training to diverse work groups
- Ability to conduct workplace investigations, safety risk assessments, spot checks, and employee surveys
- A valid BC Class 5 Driver's License with a clean driving record is required

In addition, you bring excellent verbal and written communication skills as well as strong computer skills. You are passionate about workplace culture and understand how human resources and safety programs can be leveraged to achieve broader organizational goals. You are open to the challenges of working in a fast paced environment, and are seeking to influence and build consensus, while building sustainable leadership skills in others.

This is a non-union position, with a competitive compensation package being offered.

Please email your application to [humanresources@tnrd.ca](mailto:humanresources@tnrd.ca) by **4:00 p.m. on Wednesday, October 25, 2017 quoting Competition No. 2016-057.** Applications must include a cover letter and a resume outlining your qualifications and experience.

*Working together, we provide exceptional public service in a supportive, flexible environment*

**Thank you for considering the Thompson-Nicola Regional District as a place to share your talents!**

While we appreciate the interest of all applicants, only those candidates under consideration will be contacted.

**MUNICIPALITIES:** Ashcroft, Barriere, Cache Creek, Chase, Clearwater, Clinton, Kamloops, Logan Lake, Lytton, Merritt, Sun Peaks  
**ELECTORAL AREAS:** "A" "B" "E" "I" "J" "L" "M" "N" "O" "P"