



Health & Safety Services



-
- Promote Health and Safety and provide advice, direction and consultation to member boards on Health and Safety matters, issues and programs, through the provision of training programs, on-site consultations, various types of health and safety audits, industrial hygiene testing and specific problem resolution.
 - Participate through program development teams in the design of the training programs, pilot testing and in the evaluation of the effectiveness of training provided to member boards.
 - When required, provide expert advice on complex health and safety issues or situations within a client's workplace and develop clear, concise recommendations.
 - Develop work plans and schedules; organize activities to focus on operating objectives, action plans that meet board goals in Health and Safety.
 - Respond to client needs in sensitive environments.
 - Liaise with the Ministry of Labour, WSIB and safety associations on committees regarding injury/illness prevention initiatives. Provide specific recommendations and facilitate input from school boards on program or policy changes to these agencies.
 - Facilitate and support the maintenance of local networking for the Education sector. Assist in organizing local meetings, conferences for member boards.
 - Regularly communicate and follow up with member school boards on available programs, health and safety concerns and initiatives, news, and upcoming meetings or conferences.
 - Utilize and regularly refer to records and statistics which relate to the health and safety profile and needs of assigned member boards.
 - Assist in statistical analysis of injuries as well as annual report preparation for each member.
 - Participate in the annual team development project of establishing SBCI's Accident Prevention Services Operating Objectives and associated action plans which identify organizational strategies for the upcoming year in addressing training, consultation and program development needs, focusing specifically on school board needs.
 - Assist within the policies and guidelines of the Boards in matters relating directly to their H&S needs, through direct contact with their management, or through committee level and health & safety resources.
 - Consult over issues of a non-routine or extraordinary nature.
 - A strong understanding of the education sector, and of Occupational Health and Safety.



-
- Attend site-specific meetings to provide input and expertise on Health and Safety matters.
 - Assist in representation on matters of Ministry of Labour orders and inspections.
 - Provide contact to school boards with agencies to assist them on Health and Safety matters that require a specific expertise.