

**Job Title:** Water and Wastewater Safety Advisor

**Job Opening :** 37851

**Public Works** Water & Wastewater

**Location :** Thorold ON

**Standard Hours:** 35.00 Permanent Full-Time

**Salary Range:** \$ 74,780 \$ 87,980

**Post Date:** 2024-07-10

**Close Date:** 2024-07-30

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Serving a diverse urban and rural population of more than 475,000, Niagara Region is focused on building a strong and prosperous Niagara. Working collaboratively with 12 local area municipalities and numerous community partners, the Region delivers a range of high-quality programs and services to support and advance the well-being of individuals, families and communities within its boundaries. Nestled between the great lakes of Erie and Ontario, the Niagara peninsula features some of Canada's most fertile agricultural land, the majesty of Niagara Falls and communities that are rich in both history and recreational and cultural opportunities. Niagara boasts dynamic modern cities, Canada's most developed wine industry, a temperate climate, extraordinary theatre, and some of Ontario's most breathtaking countryside. An international destination with easy access to its binational U.S. neighbour New York State, Niagara attracts over 14 million visitors annually, as well as a steady stream of new residents and businesses.

### **Job Summary**

Reporting to the W-WW Health and Safety Program Manager, the **W-WW Safety Advisor** is responsible for implementing the workplace health & safety program for the Water & Wastewater Services division and providing input to the development of related Corporate policies and programs.

### **Education**

- Post-secondary degree or diploma Occupational Health and Safety or related field of study.
- An equivalent combination of education, experience and qualifications may be considered.

### **Knowledge**

- Minimum 5 years of demonstrated health & safety experience, including: a) evidence based programs, designed to provide metrics and measures to evaluate successes and highlight areas requiring mitigation strategies, b) assessment, design and delivery of customized training programs, c) consulting and advising Joint Health & Safety Committees and d) responding to a wide variety of environmental health and safety concerns, requiring the application of investigation, recognition, evaluation, control, design, and risk communication.
- Direct experience in a complex, unionized, multi-site environment, preferably in the water and wastewater industry, within Municipal/Public Sector operations.
- Knowledge of the Occupational Health & Safety Act, Human Rights Code and associated regulations, the Workplace Safety and Insurance Act, MFIPPA, and other health & safety related

legislation, regulations, standards, guidelines (WSIB Schedule I and 2 insurance provisions) and related decisions.

- Canadian Registered Safety Professional (CRSP) designation or the ability to attain within 1 year is preferred.

## **Responsibilities**

- Assist with the development, implementation and continuous improvement of workplace health and safety policies, programs and procedures related to Water & Wastewater Services. (30% of time)
- Responsible for implementing various elements of the workplace health & safety program, including Respiratory Protection Program and Safe Work Procedures.
- Provide guidance to managers on health and safety issues and conformance with the Workplace Health & Safety program.
- Respond to enquiries concerning workplace health & safety.
- Conduct workplace inspections with Management and JHSC workers.
- Ensure new or amended safety policies, programs, procedures or guidelines are implemented and coordinate training with the W-WW Training Advisor.
- Conduct internal audits, workplace inspections and ensure follow-up on issues identified during inspections.
- Assist Project Managers in ensuring that the Corporate Contractor Safety Program requirements are communicated to external contractors.
- Analyze health and safety data, issues and trends; recommend actions to reduce workplace incidents and lost time, consistent with corporate and divisional objectives.
- Facilitate new hire health and safety orientation for Divisional staff.
- Monitor health & safety key performance indicators; analyze trends and provide monthly status reports and assist with management recommendations to improve workplace health and safety. (20% of time)
- Monitor legislative and regulatory requirements to ensure ongoing compliance.
- Inspect and monitor the effectiveness of the Workplace Health & Safety Program at Water & Wastewater Services facilities.
- Assist with the review and update of the Emergency Response Procedures as necessary, to ensure the procedures remain relevant to activities in the workplace and align with Niagara Region Quality Management System (QMS) procedures. (25% of time)
- Attend debrief meetings resulting from emergencies; prepare and distribute summaries to Divisional Managers for review with their staff.
- Assist in the planning and execution of Mock Emergency exercises, to meet the requirements of the Drinking Water Quality Management Standard and Niagara Region QMS procedures.
- Support Managers in the investigation of workplace health & safety incidents, work refusals, critical injuries, concerns or issues and recommend actions to the Manager/Director.

- Develop and implement training schedules with the Training Coordinator, to ensure all relevant health and safety training is provided to staff, to meet legislative compliance and conform to the Workplace Health & Safety Program. (15% of time)
- Develop, coordinate and deliver seminars and information sessions for Divisional staff regarding health & safety issues and safe work practices.
- Develop e-learning modules to deliver staff training.
- Produce monthly safety talks relevant to water & wastewater hazard awareness/control and schedule staff reviews for these talks along with emergency response procedures.
- Liaise with internal and external stakeholders on matters relating to occupational health and safety. (10% of time)
- Participate on the Water and Wastewater Steering Committee
- Sit as an advisor to the Water & Wastewater Joint Health & Safety Committee.
- Act as a resource in clarifying standards for external contractors.
- Represent the Director on health & safety or other committees as assigned.

### **Special Requirements**

- In accordance with the Corporate Criminal Record Check Policy, the position requires the incumbent to undergo a Criminal Records Check and submit a Canadian Police Clearance Certificate.
- Must maintain ability to travel in a timely manner to other offices, work locations or sites as authorized by the Corporation for business reasons.
- Regional staff strive to enable the strategic priorities of council and the organization through the completion of their work. Staff carry out their work by demonstrating the corporate values.

Uncover the wonder of the Niagara Region and join a team dedicated to meeting tomorrow's challenges TODAY!

**Let us know why you would be an excellent team member by submitting your online application at [www.niagararegion.ca](http://www.niagararegion.ca) by July 30th.**

We thank all candidates for their interest however, only those candidates selected for an interview will be contacted.