

Manager, Health, Safety and Wellness

Permanent, full-time (35 hours/week)

\$115,679.20 - \$144,599.00 per annum with a comprehensive benefits package and membership in the LAPP pension

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

Application Instructions

Please note: This position is NOT accepting applications through the City of Leduc's applicant tracking system. It is posted here for **informational purposes** only. **Do not** click the "Apply" button on this page.

For full details on the position and instructions on how to apply, please visit this link at Mullen Leadership Recruitment:

<https://mullenleadership.com/opportunities/managerhsw/>

Come work with us!

The City of Leduc is one of Alberta's fastest-growing municipalities, located at a major transportation hub connecting the QEII Highway, Canadian Pacific Railway, and Edmonton International Airport. This strategic position supports strong activity across industrial development, logistics, large retail, and the oil and gas sector, reinforcing Leduc's role within the Edmonton Metropolitan Region.

Home to almost 40,000 residents, Leduc continues to grow and evolve, supported by a diverse workforce of approximately 600 employees. Staff deliver a broad range of municipal programs and services—from frontline operations and emergency services to engineering, finance, recreation, and community development—reflecting the complexity and scope of the City's work.

What is the Opportunity?

Reporting to the Director, Employee Services, the Manager, Health, Safety and Wellness provides strategic leadership in building a healthy, safe, and people-centred workplace. Aligned with the City of Leduc's People Strategy & Plan, especially the Thrive Together pillar, the Manager oversees the City's Health and Safety Management System, and Wellness Program. This role guides a blended service delivery model that balances technical excellence with responsive, relationship-focused support for employees and leaders across the organization.

As a key member of the Employee Services leadership team, the Manager champions a workplace where employees are physically and psychologically safe, valued, and empowered to succeed. The role strengthens cross-departmental relationships, embeds proactive risk management into everyday operations, and advances holistic wellbeing through accessible programs, resources, and tools. This leadership is essential to delivering the "City of Leduc experience" that enables employees to thrive, celebrate, and grow.

Key Accountabilities

- People Leadership
- Client Services and Relationship Building
- Operational Excellence
- Program Design and Delivery
- Abilities Management
- Compliance, Legislation and Best Practices

Who you are?

The successful candidate will have the following:

Education:

- Bachelor's degree with a specialization in a related field. Equivalencies can be considered.
- Canadian Registered Safety Professional (CRSP) or Certified Safety Professional (CSP) designation required.

Experience:

- Minimum of 7 years in health, safety, and/or related experience, with 3 years of progressively responsible leadership experience (people and high-profile projects).

Competencies and Attributes:

- Deep knowledge of Alberta OHS and WCB legislation, with expertise in policy development, reporting, and claims management.
- Proven strength in stakeholder engagement, collaboration, and relationship management at senior levels.
- Strategic and analytical leader with experience managing complex projects and systems (e.g., Intelex, HRIS) in public-sector settings.

Equal Opportunity

The City of Leduc is committed to fostering an equitable, caring and resilient environment where everyone feels valued and connected to the common goals of the organization. They welcome applications from all qualified individuals and encourage candidates who will contribute to the diversity of the city to apply.

Ready to Join Us?

If this opportunity excites you, please send your resume and cover letter to Mullen Leadership Recruitment at connect@mullenleadership.com. In the subject line of your email, please include the organization's name and the position title.