

Health, Safety and Wellbeing Lead

Location: Wellington

Reports to: General Manager, People

Direct Reports: Yes

About us

Established in 2013, OSPRI New Zealand Ltd (OSPRI) is an integrated service provider, providing end to end disease management expertise, services, and systems, scalable up to national level.

As a not-for-profit limited company, OSPRI is owned by three industry shareholders – DairyNZ, Beef+Lamb, Deer Industry NZ, OSPRI is funded by levies and Government investment through the Ministry for Primary Industries (MPI).

OSPRI was established for the benefit of primary industry shareholders and its worth lies in creating demonstrable value for them. The OSPRI value statement describes the very essence of the organisation, why OSPRI exists and the benefit it provides to its stakeholders.

Farmers and markets can depend on us to provide assurance as to animal health and status of animals.

Our key strategic outcomes are:

- Animal diseases for which we have primary responsibility are managed to agreed outcomes
- Full traceability of the animals within the National Animal Identification and Traceability scheme

These two outcomes stand together because OSPRI's future success depends on effective disease management which is underpinned by a comprehensive and reliable traceability system..

Organisational alignment

The People, Safety, and Culture team supports OSPRI to achieve its vision through its people. The team is committed to having the most talented people doing their best work, feeling great about being a part of OSPRI. Of key importance is ensuring a safe and healthy workplace and creating an environment where people can thrive doing work they love. The People Team comprises of two specialist teams: People Operations and Health, Safety and Wellbeing.

The Health, Safety and Wellbeing team is responsible for the Health, Safety and Wellbeing framework across OSPRI and support business groups, including vendors, with hazard and incident management and the wellbeing of our people.

What you will do

PURPOSE OF THE POSITION

This role is responsible for proactively supporting all aspects of health, safety, and wellbeing, covering a broad spectrum of health and safety activities and practices across all OSPRI offices. It includes leading a small team to enable the successful delivery of the operational programme of work and promotes a positive culture in the workplace, where Health and Safety and wellbeing is embedded in who we are.

The purpose of the position is to develop and implement Health and Safety policies and procedures for the organisation and implement these policies and procedures through engagement, education and regular monitoring of compliance.

All positions ensure the health, safety, and overall well-being of yourself, colleagues, and all individuals present in the workplace or affected by work activities, by utilising the OSPRI Safe system of work.

All positions understand OSPRI's obligations to, and the government's policy on, the Treaty of Waitangi and applies this knowledge in decision-making.

OVERALL ACCOUNTABILITIES

- Responsible for the development, implementation and review of a health and safety and wellbeing strategy.
- Responsible for providing advice and support on health and safety management and systems both for internal OSPRI staff and contractors.
- Responsible for developing and maintaining the health and safety programme for the organisation, particularly in relation to critical risks.
- Responsible for ensuring that all reporting requirements for Health and Safety are met and that the organisation has accurate and complete information for decision making.
- Responsible for ensuring that regular monitoring and auditing is conducted in key business areas.
- Act as the primary point of contact and coordination for wellbeing initiatives across OSPRI.

Your background

Professional / Technical Skills and Knowledge

Applies the breadth of knowledge and understanding in position-related area achieved through study and/or experience.

Desirable skills and experience

- Knowledge of and experience with H&S administration systems, processes and methodologies

Essential Skills and Experience

- A relevant Tertiary Qualification plus 5-10 years experience in Health and Safety Management
- Knowledge in management systems, and the development of policies and procedures, particularly in safety related disciplines
- Understands organisational obligations to, and government’s policy on the Treaty of Waitangi and applies this knowledge in decision-making
- Maintains an up to date knowledge of changes to legislation and the requirements of organisations as a result of these changes
- Practical knowledge and application of NZ employment law.

Personal Attributes

- Role model for Human centred culture and leadership
- Proactive with a can-do attitude with good inter-personal skills
- A strategic thinker
- Demonstrates a collaborative working style and is a team player
- Bold, ambitious and looks for innovative ways to deliver business outcomes
- Unafraid to ask the difficult questions and asks why / why not?
- Self-aware, confident and robust, maintains composure and objectivity during stressful times
- Is agile and can adapt their approach to suit the audience
- Builds key strategic and trusted relationships both internally and externally
- Demonstrates a growth mindset and strives for excellence in all areas
- An effective leader

The position competencies:

Reference: Korn Ferry Leadership Architect – version 14.3c December 2017

THOUGHT		
Customer Focus Building strong customer relationships and delivering customer-centric solutions	Manages Complexity Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems.	Decision Quality Making good and timely decisions that keep the organisation moving forward.
RESULTS		
Resourcefulness Securing and deploying resources effectively and efficiently.	Directs Work Providing direction, delegating, and removing obstacles to get work done.	Ensures Accountability Holding self and others accountable to meet commitments.
Plans and Aligns Planning and prioritising work to meet commitments aligned with organisational goals.	Drives Results Consistently achieving results, even under tough circumstances.	
PEOPLE		
Collaborates Building partnerships and working collaboratively with others to meet shared objectives.	Builds Effective teams Building strong-identity teams that apply their diverse skills and perspectives to achieve common goals.	Communicates Effectively Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.
SELF		
Instill Trust Gaining the confidence and trust of others through honesty, integrity and authenticity.		