

## **Manager, Health/Safety and Environment (HSE)**

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### **Why work for CMHA York Region?**

We are a team that is committed to our vision of mental health support for all. We offer an inclusive, innovative, high-performance work culture that helps us deliver transformational impact. The organization cares about the growth, safety, and well-being of employees and offers:

- Competitive Total Compensation (including salary, benefits, pension)
  - HOOPP (Healthcare of Ontario Pension Plan)
  - Comprehensive Health Benefits
- Robust Performance and Career Development Program
- Learning & development opportunities
- Personal time that can be used to attend traditional ceremonies or other community events.

Learn more about us by visiting: <https://cmha-yr.on.ca/careers/>

### **We are hiring a Manager, Health/Safety and Environment (HSE)!**

**Permanent, Full-Time**, 35 hours per week, evening hours and weekends may be required.

**Benefits:** Health & Dental, Healthcare of Ontario Pension Plan (HOOPP). Generous paid time off including vacation, sick days, and personal days.

**Starting Salary Range:** \$87,800 - \$94,000 \**Candidate experience to be considered when deciding starting salary.*

**Location:** This role will be working from our Vaughan Site at 8271 Keele Street, Unit 2, Vaughan, Ontario, L4K 1Z1. However, frequent travel between all sites will be required. This includes offices located in Alliston, Aurora, Markham, and Newmarket.

**Closing Date:** January 6, 2025

### **PURPOSE:**

Responsible for ensuring compliance with regulatory standards, conducting audits, advising on safety procedures, leading training sessions, addressing incidents, and managing physical environment issues. Collaborates with internal stakeholders and external experts to uphold health, safety, and environmental standards, ensuring proper training for staff, students, and volunteers.

### **DUTIES:**

Reporting to the Director of Operations, People & Culture, this role oversees all aspects of Health, Safety, and Environmental (HSE) management, compliance, and strategic planning. Key responsibilities include:

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- Lead the development and execution of HSE improvement plans, risk assessments, and incident investigations, ensuring compliance with provincial and federal regulations.
- Develop and deliver HSE training programs to staff and stakeholders and ensure adherence to organizational and regulatory requirements.
- Partner with internal and external stakeholders, including regulatory agencies, contractors, and vendors, to drive continuous improvement in HSE practices.
- Oversee emergency response, manage HSE-related incidents, and implement corrective/preventive action plans.
- Co-chair the committee and lead monthly inspections to ensure a safe physical environment.
- Prepare and submit all required HSE reports, maintain environmental permits, and ensure compliance with relevant standards.
- Directly supervise staff, manage budgets, and provide guidance on complex clinical and operational issues.

This position requires a proactive approach to ensuring the safety and well-being of staff, clients, and the physical environment.

*\*\*The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.*

### **QUALIFICATIONS:**

#### **Education, Designations, and Certifications**

- Four- year Bachelor's Degree (preferably health & safety) is mandatory.
- Must also hold H&S certification, and First Aid certification

#### **Prior Work Experience**

- Minimum seven (7) years of experience with a preference for 10-plus years of experience in a similar role

#### **Knowledge**

- WSIB, Ontario H&S standards, Associated Ministry of Labour Legislation, ESA, IPAC.

#### **Skills**

The incumbent must demonstrate the following skills:

- Excellent interpersonal and organizational skills
- Strong administrative skills
- Ability to apply Recovery principles and empowerment -oriented philosophies and practices in work with clients
- Proficiency in Microsoft Office (Outlook, Word, Excel)

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### **Abilities**

The incumbent must demonstrate the following abilities:

- First Aid certified
- Health & Safety certified

### **Additional Requirements**

A satisfactory Vulnerable Sector Screening (Police Check)

### **Working Conditions:**

- Office work, community clinic, community settings, meetings in clients' homes, and travel with clients. May occasionally require evenings and weekends.

**Disclaimer:** *In keeping with mental health reform, best practices, funding, and direction this position may later require knowledge, skills, abilities, and working conditions not noted here.*

To request this posting in an alternate format or to request accommodation in the application process, email [AODA@cmha-yr.on.ca](mailto:AODA@cmha-yr.on.ca)

**Application Procedure:** If you are interested in this opportunity, please visit <https://cmha-yr.on.ca/careers/>. Click on the "Apply Now" button and proceed to upload your cover letter and resume.

Complete the application form and submit the following:

- Optional Cover letter with 300 words or less and tell us why you would want this role and why you should be considered for the position (PDF or Word)
- Resume (PDF or Word) (*applications without resumes will not be considered*)

CMHA-YRSS is dedicated to promoting employment equity and dismantling obstacles to employment for marginalized communities. CMHA-YRSS supports the journey to mental wellness, and we welcome applicants with lived experience of mental illness. In acknowledgment of the systemic underrepresentation faced by Black, Indigenous, racialized peoples, and those living with disabilities, this opportunity has been developed based on the special program provisions of the Ontario Human Rights Code. We therefore extend invitations for applications from the following groups:

- Racialized Persons
- Indigenous Persons
- Persons living with Disabilities

***While we thank all candidates for their interest, only those selected for an interview will be contacted.***