

## Job description - Health & safety adviser (PB4)

### Job summary

You will promote and develop a positive safety culture, provide technical guidance to Forestry England on health and safety and best practice in the industry. You will help with investigating incidents and accidents to determine root cause, containment and corrective and preventative actions and developing policy and practice across the business.

You will be providing guidance and mentoring to a wide range of colleagues, volunteers, and contractors to improve health & safety performance.

You will provide practical help, advice, and support to management on a range of health & safety issues, supporting the business with compliance and applying health and safety legislation. You will lead key project areas as agreed, providing support to specific teams as their first point of contact with the health and safety team. You will conduct health and safety checks and inspections, investigate incidents, providing the business with recommendations and advice on how to improve, and assisting in highlighting best practice.

### Key responsibilities & accountabilities

- provide competent health and safety advice and support across the organisation.
- help make sure Forestry England staff and partners meet relevant duties and legislation.
- apply best practice and support improving our health and safety culture.
- support line managers embedding health and safety arrangements with their teams by attending/holding regular support visits, demonstrations, toolbox talks, problem-solving and coaching, making sure solutions are implemented quickly for hazards identified.
- work with national teams to support applying health and safety policy, procedures, systems, and processes.
- support developing and implementing corporate risk assessments.
- develop and review new and existing health and safety policies, procedures and guidance by consulting managers and staff involved in relevant tasks and processes.
- support line managers to have good quality incident investigations, identifying lessons learned for sharing and implementing.
- provide coaching and support to managers and staff to implement health and safety systems including Airsweb, Peoplesafe, WorkRite, CoSHH and others where necessary.
- develop and introduce ways of communicating and engaging people on health and safety matters relevant to different audiences, using a range of techniques that are inclusive.
- support developing and implementing new initiatives.
- support health and safety governance arrangements by contributing to relevant groups, committees, and networks.
- develop and do health and safety audits, providing recommendations for improvement and identifying best practice.

And any other tasks, reasonably requested by your line manager.

### Location-specific information (optional)

## Skills, knowledge & experience

### Essential professional and technical experience

- experience of leading a team and demonstrating strong health and safety commitment.
- experience of building strong working relationships to support problem solving, working through challenges and developing alternative strategies to overcome concerns.
- a minimum of 2 years of experience in health and safety practice.
- ability to use a range of Microsoft Office software packages.

### Desirable professional and technical experience

- a good understanding of technical forestry, land management and countryside recreation.
- experience of working closely with stakeholders to achieve positive outcomes.
- a minimum of 2 years' experience working in forestry or similar outdoor settings.

## Qualifications

### Essential

- as a minimum, NEBOSH certificate or equivalent.
- membership of IOSH.

### Desirable

- chartered membership of IOSH.
- auditing qualification.

## Success profiles

Experience  
Ability  
Technical  
Behaviours  
Strengths