Job description – Health and Safety Adviser (PB5)

Job summary

You will provide practical on the ground support to staff, volunteers and managers on the implementation of Forestry England's health and safety arrangements.

Supporting line managers in implementing new and embedding existing health and safety arrangements with their teams through regular audits, site visits, demonstrations, toolbox talks, inductions, problem solving and coaching.

The postholder will provide support to the Health and Safety Business Partner as directed across allocated District(s) and Business unit(s). Including support for incident investigations and developing lessons learned.

Key responsibilities & accountabilities

- Provide support to staff, volunteers and managers on practical implementation health and safety arrangements across a range of topics and work areas.
- Carry out audits in order to uncover areas of non-compliance and improvement relating to health and safety arrangements.
- Build strong working relationships and facilitate problem solving and adjustments to current working practice in order to support teams to work safely.
- Support incident investigations, identifying lessons learned for sharing and implementation.
- Coach and mentor colleagues to problem solve and identify improvements to health and safety.
- Support the delivery of key health and safety communications in a creative and engaging way.
- Support line managers through regular site visits.
- Keep up-to-date and fully conversant with Forestry England health and safety policies, procedures and guidance and communications in order to offer inductions, demonstrations, toolbox talks and other methods of increasing implementation across teams.
- Support H&S Business Partners and the H&S Manager with health and safety audits as well as monitoring key performance indicators collating information to inform outcomes and shape recommendations for improvement.
- Support the H&S Business Partner in attending and providing information for H&S Meetings as required.

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

As the post involves dealing with contacts across the UK, travel with overnight stays away from home is requirement of the post.

The duties of this post require the applicant to have a full current driving license that enables them to drive in the UK.

Skills, knowledge & experience

Essential professional and technical experience

- Experience working in Forestry or similar outdoor settings;
- Demonstration of a strong health and safety commitment;
- Experience of applying organisation policy to ensure compliance with legislation;
- Experience of carrying out audits/ inspections;
- ability to use a range of Microsoft Office software packages.

Desirable professional and technical experience

- Experience of coaching and mentoring;
- Experience of leading a team;

Qualifications

Essential

As a minimum,

- IOSH Managing Safely or equivalent

Desirable,

- NEBOSH General Certificate
- Technical Membership of IOSH or Associate Membership of IIRSM