POSTING TITLE

BAND 5 - Executive Director, Workplace Health

POSITION CLASSIFICATION

Band 5

UNION

N/A

WORK OPTIONS

LOCATION

Multiple Locations, BC CA (Primary)  
Victoria, BC V9B 6X2 CA  
Vancouver, BC V6B 0N8 CA

SALARY RANGE

$107,800.20 - $137,500.00 annually

CLOSE DATE

10/3/2022

JOB TYPE

Regular Full Time

TEMPORARY END DATE

MINISTRY/ORGANIZATION

BC Public Service -> BC Public Service Agency

MINISTRY BRANCH / DIVISION

Workplace Health and Safety

JOB SUMMARY

**Executive Director, Workplace Health  
Management Band 5**

**AMENDMENT SEPTEMBER 26:  This posting has been extended to close Monday October 3, 2022.**  
This position may be located in Victoria or Vancouver.  
This position is excluded from union membership.  
An eligibility list may be established.  
  
On November 1, 2021 the BC Public Service announced the COVID-19 Vaccination Policy that defines the conditions and expectations for BC Public Service employees regarding vaccination against COVID-19.  Among other possible measures, proof of vaccination will be required. It is a term of acceptance of employment that you agree to comply with all vaccination requirements that apply to the public service.  More information can be found [here](https://www2.gov.bc.ca/gov/content/careers-myhr/all-employees/safety-health-well-being/health/covid-19/covid-19-vaccination-policy-for-bc-public-service-employees).  
  
**Build workforce health to support a thriving BC Public service workforce**

This is an opportunity to join a team of passionate health and safety specialists and impact the health of the BC Public Service workforce. Help us build workforce health leadership across the organization.

The Executive Director, Workforce Health is responsible for service design, operations, procurement and provider strategies and strategic preventive health programs to enhance workforce health practices across the BC Public Service and leads the delivery of rehabilitation and return to work services to help employees remain at work. This role leads employee health services and disability management practices for the BC Public Service and for participating organizations across the public sector.  The Executive Director engages with and builds partnership with ministry executive to advance workforce health practices, to adapt service to business needs, plan for evolving health hazards, health programs, and disability trends. The position leads cross-organizational coordination of service response and creates early proactive intervention opportunities.

The Workplace Health and Safety Division in the BC Public Service Agency leads health and safety practices, provides health services, safety consulting, and health and safety programs to equip BC Public Service ministries in operating safe workplaces that support the wellbeing and psychological health and safety of employees.

For information about the Indigenous Applicant Advisory Service please visit: [Indigenous Applicant Advisory Service - Province of British Columbia (gov.bc.ca)](https://www2.gov.bc.ca/gov/content/careers-myhr/job-seekers/indigenous-applicant-advisory-service).

The BC Public Service is committed to creating a [diverse workplace](https://www2.gov.bc.ca/gov/content?id=EC3DF4603BC14E929B95FB0D94AB1DE1) to represent the population we serve and to better meet the needs of our citizens. Consider joining our team and being part of an innovative, inclusive and rewarding workplace.

For complete details about this opportunity, including accountabilities, please refer to the attached job profile.  For specific position related enquiries, please contact [william.lakey@gov.bc.ca](mailto:william.lakey@gov.bc.ca). **DO NOT SEND YOUR APPLICATION TO THIS EMAIL** **ADDRESS**.  For more information about how to create or update your profile and how to submit your application, please refer to the [Job Application](http://www2.gov.bc.ca/gov/content?id=292C37CB046741CDBF00F7B12791F42B) page on the MyHR website. If you are still experiencing technical difficulty applying for a competition, please send an e-mail to [BCPSA.Hiring.Centre@gov.bc.ca](mailto:BCPSA.Hiring.Centre@gov.bc.ca), before the stated closing time, and we will respond as soon as possible to assist you.

NOTE: Applications will be accepted until 11:00 pm Pacific Standard Time on the closing date of the competition.

**Job Requirements:  
In order to be considered for this position, your application must clearly demonstrate how you meet the education and experience as outlined below:**

•    University degree in a health or safety related field, or public health, or public administration, PLUS five (5) years of related experience as described below;  
     OR an equivalent combination of education and/or training with seven (7) years of related senior management experience may be considered.  
•    Senior level management experience, defined as reporting to a Director, Executive Director, Associate Deputy Minister, and/or Deputy Minister level position, or equivalent within a public or private sector organization.   
•    Five (5) years of progressive experience in a senior management capacity including three (3) years of experience in strategic business and organizational planning, procurement, and financial management.  
•    Three (3) years of experience with health/safety program design and management.  
•    Experience leading and coaching multidisciplinary and geographically dispersed teams.

•    Preference may be given for directly related leadership experience in the Workplace Health and Safety field.  
•    Preference may be given for completed training towards or attainment of related professional designations such as CRSP certification, Disability Management or Employee Benefit Specialist certification.   
•    Preference may be given for Public Sector procurement and financial management experience or for health/safety experience in a large employer (more that 500 total workers) and/or a unionized setting.  
  
**Applicants selected to move forward in the hiring process may be assessed on the Knowledge, Skills, Abilities and Competencies as outlined in the attached Job Profile located in the Additional Information section at the bottom of the posting.**

A Criminal Record Check (CRC) will be required.

**APPLICATION REQUIREMENTS:**

**Cover Letter: YES** - A cover letter is required as part of your application. The content and/or format of your cover letter may be evaluated as part of the assessment process.  
  
**Resume required: YES -** Ensure your resume includes your educational accomplishments, employment history including start and end dates (month and year) of your employment, and any relevant information that relates to the job to which you are applying.  
  
**Online Questionnaire: YES -** As part of the application process, you will be prompted to complete an online questionnaire to demonstrate how you meet the job requirements.

JOB CATEGORY

Health Services, Human Resources, Leadership and Management

ATTACHMENTS

 [Job Profile - Band 5 Executive Director, Workplace Health](https://bcpublicservice.hua.hrsmart.com/display_document.php?noheader=1&file_id=124482&action=download&req_attachment_id=32388)

 Screening Questionnaires

[Edit](https://bcpublicservice.hua.hrsmart.com/hr/hua/Wizard/movePosition/UpdateRequisition_6542cdc8b7d51/Screening)

INTERNAL

90485\_Band 5 Executive Director, Workplace Health

EXTERNAL

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