

Director, Centre for Employee Health, Safety, and Wellness

Ministry of Government and Consumer Services

We are looking for a seasoned, transformational human resources executive who can advance policies and programs to support the health and well-being of employees. Your experience working with internal and external partners will serve you well in this role with the Ministry of Government and Consumer Services.

The Director, Centre for Employee Health, Safety, and Wellness is responsible for providing leadership and strategic direction in the design and delivery of effective and client-focused strategies, programs, and services related to employee health, safety, and wellness (EHSW) across the Ontario Public Service (OPS) reaching upwards of 65,000 employees.

The Centre for Employee Health, Safety, and Wellness is comprised of teams focused on health and safety; employment accommodation; disability management; workplace injury claims management; wellness and mental health. Collectively, they work together to foster positive relationships amongst the workplace parties relating to EHSW based on joint responsibilities, and facilitate continuous improvement in programs, services, and advice to meet corporate goals and legislative/policy compliance.

You will be leading a dedicated team of professionals who are committed to supporting the health and safety, and well-being of all employees across the OPS. They will appreciate your inclusive leadership approach, which includes a commitment to coaching and mentoring.

An effective leader in the Ontario Public Service (OPS) is responsible, innovative, and collaborative. A responsible leader is someone who demonstrates authenticity, accountability, and courage in how they interact with others. An individual who models ethical behaviour, and who is honest and capable of making difficult choices. An innovative leader is someone who leads with common purpose, embraces positive disruption, and has a future mindset. An individual who inspires others, values continuous learning, and encourages development and integration. A collaborative leader focuses on helping others to grow, drives people-centred outcomes and promotes an environment of inclusivity. A leader who consistently works to confront bias and systemic barriers while understanding the importance of creating a more diverse and accessible workplace.

OPS commitment to diversity, inclusion, accessibility and anti-racism

The OPS is an innovative, responsive, and accountable public service that works hard to be diverse, anti-racist, inclusive, accessible, merit-based, respectful and equitable. Diversifying leadership teams is a top OPS priority with the goal to achieve parity with the Ontario labour force by 2025 for the most underrepresented groups (Indigenous, racialized and persons with disabilities) in leadership positions.

To advance this goal, the OPS is collecting socio-demographic information that will help to address potential barriers and achieve equity in hiring. You are requested to complete the voluntary survey and contribute to building a more diverse, anti-racist, inclusive and accessible OPS.

The OPS invites all interested individuals to apply and encourages applications from Indigenous and racialized individuals and persons with disabilities.

Visit the [OPS Anti-Racism Policy](https://www.ontario.ca/page/ontario-public-service-anti-racism-policy) < <https://www.ontario.ca/page/ontario-public-service-anti-racism-policy> > and the [OPS Diversity and Inclusion Blueprint](https://www.ontario.ca/page/ops-inclusion-diversity-blueprint) < <https://www.ontario.ca/page/ops-inclusion-diversity-blueprint> > pages to learn more about the OPS commitment to advancing racial equity, accessibility, diversity and inclusion in the public service.

The OPS offers employment accommodation across the recruitment process and all aspects of employment consistent with the requirements of Ontario's [Human Rights Code](http://www.ohrc.on.ca/en/ontario-human-rights-code) < <http://www.ohrc.on.ca/en/ontario-human-rights-code> >. Refer to the application instructions below if you require a disability-related accommodation.

What can I expect to do in this role?

Reporting to the Assistant Deputy Minister, you will:

- Lead and direct the development of strategic, client-focused, and integrated corporate health, safety, wellness and mental health strategies and programs, including the consultation and approval processes, and overseeing the implementation across the OPS.

- Provide expert advice and direction to senior ministry officials on complex and sensitive EHSW matters.
- Build a multi-disciplinary team of health, safety, and wellness experts to develop infrastructure, systems and reporting mechanisms to support high-quality service delivery to all ministries to meet standards and manage complex and confidential information.
- Direct the illness and injury case management program, including the development of tools and management of information systems relating to employment accommodations, WSIB processes, claims administration, and financial management.
- Provide advocacy and ensure appropriate representation of the OPS in dealing with WSIB claims, including appeals/disputes.
- Represent the Branch/Division/Ministry on a variety of intra- and inter-ministerial committees, cross-jurisdictional and public forums.

How do I qualify?

Inclusive Leadership

- You are an inclusive and collaborative leader passionate about building a culture of health and safety, and mental health and well-being.
- You have strong issues and change management skills.
- You have a track record of delivering results within a complex and politically sensitive environment.
- You can identify gaps and deficiencies in policies, strategies, services, and information to develop options leading to the formulation of proactive approaches for change

Relationship Management and Communication Skills

- You are experienced in managing collaborative and productive relationships with large and complex stakeholder organizations.
- You are strategic in your approach to developing, maintaining, and communicating with stakeholders and partners.
- You have excellent negotiation skills and can build horizontal partnerships and strategic alliances across the Ontario Public Service to increase efficiencies and achieve goals.
- You have experience in building networks, anticipating, and responding to, the needs of internal and external stakeholders along with resolving any potential conflicts.
- You have demonstrated understanding of the sensitivity of HR issues and their potential impacts, and are able to anticipate, identify, analyze, and evaluate the issues to recommend appropriate and timely resolutions and actions.
- You have excellent judgement, diplomacy and tact in navigating complex, contentious, and sensitive situations.

Job Knowledge and Experience

- You have experience overseeing the development and provision of specialist programs and services regarding employment accommodation, corporate wellness, mental health, workplace health and safety, ergonomic education and assessment, workplace safety audits, and injury/illness prevention/case management programs, and WSIB processes.
- You have experience developing and monitoring performance measures and service standards to make recommendations for continuous improvement of enterprise-wide human resources services.
- You have experience ensuring compliance with related legislation, collective agreements and policies while addressing ministry-specific and corporate risks and objectives.
- You have experience in providing oversight to the development and management of corporate vendors of record to support effective services delivery, e.g., vendors for health & safety, specialized medical assessments, and employee assistance.

Bonus info section:

The OPS uses multiple methods to assess candidates for executive positions; these may include resume screening, interviews, assignments, psychometric assessments, simulations, and reference checks.

Salary Range: \$130,930 - \$175,070 Per Year

Job Term: 1 Permanent

Location: Toronto, ON

Please apply online, only, by **Thursday, June 30, 2022**, by visiting <http://www.gojobs.gov.on.ca/Preview.aspx?Language=English&JobID=183764>. Please follow the instructions to submit your application. Faxes are not being accepted at this time.

If you require accommodation in order to participate in the recruitment process, please contact the Executive Talent Search Unit at careersexecutive@ontario.ca. Only those applicants selected for an interview will be contacted.

The Ontario Public Service is an inclusive employer. Accommodation will be provided in accordance with Ontario's *Human Rights Code*.

www.ontario.ca/careers