### Health Safety Welfare Wellbeing and Fitness Manager

**Based at: Fire Service Headquarters, Valley Road, Portishead BS20 8JJ (with flexibility to work from home/other locations)**

**Contract: Permanent**

**Hours: 37 hours per week**

**Salary: Hay 3 (£45,648 - £49,681 per annum)**

**Closing date: Noon on Monday 23rd May 2022**

We’re looking for an experienced Health Safety Welfare Wellbeing and Fitness Manager with proven ability in leading a small team and developing a comprehensive health, safety and wellbeing strategy. This is an exciting role which presents the opportunity to further improve our health, safety and wellbeing culture.

The post holder will be the subject matter expert for health and safety matters and will be responsible for setting the strategy, providing professional advice and presenting detailed strategic reports to the Service Leadership Team, Board and Fire Authority which comprises of a number of Elected Members. This is a critical role responsible for continually improving the awareness of health, safety and wellbeing issues, championing a holistic approach to health with consideration to the roles of mental health and fitness and ensuring compliance with policies, procedures and legislation. You will interact with staff and managers at all levels so must be able to build strong working relationships and communicate effectively and appropriately.

You must possess a NEBOSH Diploma in Occupational Health and Safety or an NVQ Level 5 (or equivalent) along with significant experience of managing a health and safety department and operating at a strategic level. You will be fully conversant with health and safety law, its interpretation and application within the workplace and have practical experience of overseeing an incident investigation process, providing advice and guidance concerning the completion of risk assessments and the completion of workplace inspections and audits. You will also have experience of policy and procedure implementation, specifically how to develop and enhance a health and safety management system and the ability to extrapolate and analyse health and safety data and collate findings into detailed reports for presentation to Senior Managers. The ideal candidate will also possess experience in designing and implementing employee wellbeing programmes and welfare support. Full details on the role and requirements can be found in the job description.

In return, we will offer you 26 days annual holiday (plus public holidays), enrolment into the Local Government Pension Scheme, and access to our Cycle to Work and Childcare Voucher schemes. Based at our newly developed Headquarters in Portishead, surrounded by a nature trail and memorial garden (for those quiet moments), you will also have access to kitchen, restaurant and coffee bar facilities, multi-gym, sports hall, and free parking.

This opportunity is open to hybrid working, giving you the flexibility to work from home in addition to Service Headquarters and other Avon Fire & Rescue Service sites.

Please note - as this post is based at our new Headquarters which we share with Avon & Somerset Police, the successful applicant will be required to undergo a security clearance check.

To see the full duties of the role and candidate criteria required please see the job description provided.

**How to apply:**

The job description and application is available to download on our website https://www.yesyoucan.careers/. Once you have read the job description please complete the application form telling us how you meet the requirements of the role - tell us how your skills, qualifications and experience match those required for this role, and provide examples wherever you can. The information you give us will assist us in our shortlisting process.

Completed applications must be submitted to Human Resources, Avon Fire & Rescue Service, Police & Fire Headquarters, PO Box 37, Valley Road, Portishead, Bristol BS20 8JJ by the closing date and time. Alternatively, you can email your application to [recruitment@avonfire.gov.uk](mailto:recruitment@avonfire.gov.uk). Late applications will not be accepted.

Please quote job reference number **4806** [JD number] on any communications. Thank you.