

# Health & Safety Trainer and Advisor

Grade

F

Contract Type

Regional

Executive Director Corporate Services



Head of Health & Safety



Health & Safety Trainer and Advisor



No Direct Reports

Department

Corporate Services → Health & Safety

## Role Overview

Support the identification of health and safety training needs across the business and design and deliver a range of engaging training content to meet both legislative and best practice requirements.

Provide professional support and advice on health, safety and wellbeing issues across YHG and carry out health & safety inspections of workplaces and activities to help ensure all aspects of the Group's Health, Safety & Wellbeing Policy are adhered to.

## RESPONSIBILITIES

- Design and deliver a range of engaging health and safety training content via a variety of innovative methods.
- Collaborate with key stakeholders to identify health & safety training needs for all employees.
- Support the development and the maintenance of the health & safety training matrix.
- Liaise with the Learning & Development team to schedule the delivery of health & safety training.
- Create robust evaluation tools to gauge the effectiveness of health & safety training.
- Work closely with the Learning & Development team to analyse statistical training compliance data.
- Support the Health & Safety Managers by carrying out health & safety inspections of workplaces and activities.
- Advise and support YHG colleagues on any health and safety related matters including incident investigations.
- Assist with the development of health & safety policies and procedures.
- Keep up to date with health & safety legislation and best practice to help identify any potential impacts on YHG.
- Undertake additional duties appropriate to the role and/or grade.

## Our values



**Honest & Reliable**

We are authentic, open and dependable; and we do what we say we'll do.



**Caring**

We show kindness and consideration to our customers and each other.



**Respectful & Fair**

We listen to people, and strive for equity and inclusivity in all that we do.

Creating more places for people to thrive and be recognised as a sector leading landlord

## STRENGTHS

- ✓ Confident in delivering training and presentations.
- ✓ Good team working and relationship building skills.
- ✓ An effective communicator with employees across the organisation.
- ✓ Proficient in the use of IT systems.
- ✓ Ability to work autonomously with minimum supervision.
- ✓ Good problem solving and negotiation skills.

## ESSENTIAL REQUIREMENTS

- ✓ A sound knowledge of current health & safety legislation.
- ✓ NEBOSH General Certificate or equivalent as a minimum.
- ✓ Experience of working in an advisory capacity and providing health & safety support.
- ✓ Ability to create and deliver engaging and innovative training materials.
- ✓ Ability to travel to a range of locations to deliver face to face training and carry out health & safety inspections.
- ✓ Full UK Driving Licence and use of own vehicle for business.

## BENEFICIAL TO THE ROLE

- ✓ Training related qualification.
- ✓ Membership of a relevant professional body.
- ✓ Experience of Social/Affordable Housing Sector.
- ✓ Experience of providing health & safety support in an Asset Repairs and Maintenance environment.
- ✓ Experience of authoring tools.
- ✓ Analytical skills.