



## Position Description

<b>Position Title:</b>	South Australian WHS Manager - VF	<b>BU</b>	Vertical Farming
<b>Classification</b>	Manager	<b>Approved By</b>	Jose Cambon
<b>Department:</b>	WHS	<b>Date Approved</b>	August 2020
<b>Reporting To:</b>	State Manager SA - Monarto	<b>Version #</b>	V1
<b>Location:</b>	Monarto	<b>Review Date</b>	January 2023

### 1. Basic Purpose of Position:

The WH&S Manager is responsible for providing thought leadership in WH&S and driving behavioural change creating a culture of continuous improvement in safety & employee well being.

This role is also responsible for partnering with the business units and working collaboratively with senior leadership to develop, drive & monitor WHS strategies, policies, processes, programs and systems aligned with the Costa core values. The position will target best practice levels of safety and legislative compliance in an environment of continuous improvement.

### 2. Key Accountabilities and Responsibilities:

#### Workplace Health & Safety

- Implementing and driving the Vertical Farming WHS Strategic Plan and Key Safety Performance Indicators into sites of responsibility.
- Provide leadership driving a continuous improvement culture across responsible sites with regards to workplace health, safety, and wellbeing, developing, guiding and empowering individuals to create and implement best practice management systems in their workplaces;
- Partner and coach the local Managers in understanding and achieving their Key Safety Performance Indicators
- lead a program of internal audits and provide technical guidance to drive resolution of risks identified.
- Support the sites to complete Risk Assessments and to provide subject matter advice to the business on appropriate management and controls to minimise risk.
- Support Managers in monitoring, analysing and investigating reported injuries, incidents, and near misses and ensuring appropriate corrective actions are taken in consultation with the Operations Manager and other Key Stakeholders to minimise risk.
- Analyse risk data and produce reports for management teams
- Support the site safety training in conjunction with the business unit requirements.
- Implement Health and Wellbeing initiatives.
- Support the Costa group Safety Management system to ensure site compliance.
- Support and assist the injured worker to remain at or return to work in a safe manner.
- Work with Managers, Supervisors and team leaders throughout the workers compensation progress to Pre Injury Duties.
- Develop and implement individual return to work programs in consultation with the worker and treating professionals by attending medical appointments with the injured worker where necessary
- Coach and assist development of junior members of the WHS team.

## OHS

Responsibility for supporting and complying with the Costa Group Work Health and Safety Policy, including the maintenance of a safe and healthy workplace for the protection of all employees.

Demonstrate leadership and commitment, while being accountable for the workplace health and safety performance of the department.

Ensure all practicable steps are taken to eliminate or control hazards within the workplace through the process of hazard identification, risk assessment, implementation of controls and monitoring and evaluation of processes within the department.

Support solutions and process modifications that eliminate or minimise the risk of injury to employees, damage to property and other assets within the department.

### Company Values

- Responsible for ensuring that your work practices are consistent with company principles
- Ensure that behaviours outlined in Costa vision and values are fostered and practiced

## 3. Role Competencies

- Leadership role requiring initiative, working independently to deliver BU strategic objectives
- Ability to prioritise and schedule work to meet deadlines and maintain the quality of WHS services delivered
- Ability to mix professionally and build effective relationships at all levels of the business
- Ability to coach and support line managers in the handling of day to day issues
- Ability to work in a team environment, adapt, demonstrate initiative, and cope with continual change
- Ability to demonstrate initiative in addressing problems arising in the role

## 4. Candidate Requirements:

### (a) Education, Qualifications, Training:

- Minimum 5 years' experience within a WHS leadership role
- Minimum – Undergraduate qualification in workplace health and safety (or equivalent)
- Certificate IV in Training and Assessment advantageous

### (b) Experience, Skills, Knowledge:

- Comprehensive knowledge of relevant WHS legislation, Codes of Practice and Standards relevant to the role.
- Strong leadership skills including the demonstration of positive influencing skills and change management experience.
- Demonstrate integrity and exceptional commitment to confidentiality and sensitivity
- Strong communication, presentation and interpersonal skills
- Have an understanding and respect for differing cultural and social needs
- Be outcome focused
- Demonstrate resilience, positivity and perseverance
- Constructive approach to problem solving
- Ability to work independently and as part of a team

**(c) Competencies/Character Qualities/Values:**

- Determination – acting decisively and with a sense of urgency
- Passion – challenging the status quo and acting with energy and enthusiasm
- Accountability – focusing on outcomes and delivering on commitments
- Sincerity – acting bold in an open, honest, and responsible manner
- Respect – treating others as we expect to be treated in attitude, communication, and personal safety