

JOB DESCRIPTION



POSITION DETAILS

Position Title: Toroawhi **Collectively We Create the Momentum for Change**

Team: FISC

Fixed Term for 12 months: **Full Time: The role will require some of the work to be conducted in the evenings or weekends**

Location: TBC

Date: October 2019

OVERVIEW

Background

Workers play an essential role in reducing work-related injuries and ill-health and good worker participation is critical to managing work related risks. Workplaces are healthier, safer and more productive when workers are engaged and can participate effectively in health and safety matters.

The safest and healthiest workplaces are ones where employers and their workers work together. Achieving good health and safety outcomes are about having good working relationships and effective ways to deal with issues that cause harm to workers and other people.

The Forest Industry Safety Council (FISC), WorkSafe and First Union have come together to support the creation of this role and to help build worker capability in the forestry industry, advocating for worker participation in everyday work practices and embedding safety into the working environment.

This role will aim to increase activity around Worker Engagement, Participations and Representation (WEPR) and health and safety in the industry. This role will support workers and interested parties to develop their own solutions to their unique health and safety (H&S) problems.

The pilot will be evaluated to help inform decisions around the future roll out of the role.

POSITION PURPOSE

The role of a Toroawhi is twofold.

The first is to provide support, advice and mentoring to workers and where needed employers about worker engagement and participation in workplace H&S, and where appropriate representation in the workplace. The role will:

- build capability and advocate for worker participation into everyday work practices and embed that into the working environment

- build capability of workers so they can initiate and advocate for worker participation and engagement in their place of work
- facilitate and assist workers and interested parties to develop their own solutions rather than solve their problems

The second is to build effective relationships in the forest industry to influence and facilitate active engagement and participation of forestry workers, their whānau hapu, iwi and wider community into everyday health and safety practices

This will be achieved through working in collaboration with workers, their whānau and local communities to identify key concerns and possible activities to address those concerns. This can be done in a variety of contexts and settings such as worksites, neighbourhoods, local marae, local league and rugby clubs, school sports days

Building worker capability

The Toroawhi will advocate for worker engagement and participation as a critical part of good H&S for practice for workers. They will also share experience and impart knowledge through coaching, mentoring and education to help build worker capability in worker engagement and participation. The role will also require the ability to identify and support emerging leaders among workers.

Supporting industry capability

The Toroawhi will work with the industry where invited, to provide advice and support about how they can better engage with and encourage participation of their workers in creating a healthy and safe working environment

Supporting community engagement and participation

Identifying opportunities for communities to support WEPR.

This means that workers, their families, whānau, (and if appropriate hapu, iwi) and community (interested parties ie local health centre) can engage with and actively participate in the development of health and safety practices with workers and the forestry sector. So that they can initiate and deliver their own interventions and solutions.

REPORTS TO

This role reports to National Safety Director – Forest Industry Safety Council (FISC)

Core hours – flexitime

The role will require some of the work to be conducted in the evenings or weekends. The employee can choose when to start and end work each day (within agreed limits), as long as they work the agreed number of hours.

KEY RELATIONSHIPS

External:

- Health and safety system stakeholders (ACC, MBIE, Ministry of Health, WorkSafe) and other key agencies where appropriate
- Health and safety system Social Partners (NZ Council of Trade Unions, Business NZ, Business Leaders Forum, etc.)
- WorkSafe Managers and staff
- Community contacts
- Iwi, hapu and whānau
- Leaders/employers within the forest industry

- First Union
- Wood council
- Forest owners
- Forestry contractors
- Maru Toa
- MPI and Te Uru Rakau
- Local Government – Mayors Task Force

Internal:

- Members of the Governance group - FISC
- Line management – FISC
- Other FISC peer support groups
- Safetree community – health and safety auditors and assessors

KEY RESPONSIBILITIES

This JD may be amended from time to time at the discretion of FISC (in consultation and agreement with WorkSafe and First Union) to reflect the evolving nature of the role.

The key responsibilities

- Increase awareness and active participation in WEPR in Health and Safety practice
- Build and maintain effective relationships within the forest industry to support the on-going development of worker engagement and participation
- Coach, mentor and support workers to encourage and facilitate H&S practice and participation in the work – build capability /change agents
- Support best practice in H&S and share knowledge and good stories where appropriate
- Be a conduit for sharing good stories that tripartite partners can promote
- Document engagement and any action plans
- To be able to seek support if something is unsafe or an immediate risk and where necessary refer to line manager or WorkSafe
- Can speak up if there is an immediate risk and inform line management of employers obligations
- Community engagement – work with communities on how they can better support those in their community working in the forest industry
- Know when to act and what to do in situations that are unsafe, knows how to seek support

SKILLS AND EXPERIENCE

- A confident and effective communicator who is experienced and comfortable working with a range of stakeholders /audiences to influence change
- The ability to quickly establish and build strong, productive and collaborative working relationships at all levels across a range of key stakeholder group
- Have an understanding of what health and safety reps do
- Facilitate worker voice in the crew
- Ability to plan, prioritise and organise work effectively and efficiently to deliver required results
- Workflow management – problem solve, seek support when required Good written and

verbal communication skills

- Deep understanding of how good work participation and engagement in Health and Safety contributes to business performance
- Can use observation as learning opportunity
- Has worked in forestry, has existing networks within the forest sector, and have sound knowledge of this sector
- The ability to lead and influence when not in a position of power
- **Desirable** Have some knowledge of Health and Safety legislation
- **Desirable** Has existing networks into hapu, iwi and community

CORE ORGANISATIONAL BEHAVIOURAL EXPECTATIONS

Health and Safety – Act in ways that foster a health and safety culture becoming embedded in both the work place and community. Displays commitment through actively supporting all safety and wellbeing initiatives.

Self-Management – Takes responsibility for own behaviour and is open to development. Models the desired values and culture of FISC. Delivers a targeted service to internal and external stakeholders. Works to a high standard and always looks for ways to do things better.

Organisational Commitment - Role model standards and conduct. Contributes to the development, promotion and commitment to vision, mission, values, reputation and services of FISC.

CORE ROLE SPECIFIC COMPETENCIES

Collaboration: Works openly and harmoniously within teams and with others outside their area. Shares knowledge and ideas. Shows consideration and respect for others, valuing the different perspectives they bring to their work.

Building relationships: Projects credibility and builds rapport to establish effective working relationships with others. Manages differences of opinion with tact and diplomacy.

Effectiveness for Māori: Values Te Reo Māori and Tikanga/customs. Works effectively with Māori to the level required for the role.

Effectiveness with community: Recognises the importance of working in communities to build capability with workers in worker participation and engagement

Build forest safety network: To work with existing safety networks within the region with support from Safetree and FISC.

