

EMPLOYMENT OPPORTUNITY

Women's College Hospital is the first and only independent, academic, ambulatory care hospital in Ontario with a primary focus on the health of women. If you're ready to be part of the future of healthcare, then you will want to join an institution in which the possibilities for creative innovation, breakthroughs in new thinking and groundbreaking work in academic ambulatory medicine are limitless. Women's College Hospital is committed to patient safety as a key professional value and an essential component of daily practice.

An exciting Temporary Full-Time opportunity as a **Disability Specialist (Competition #179.17)** exists in the Occupational Health, Safety and Wellness reporting to the Manager, Occupational Health, Safety, Wellness and IP&C.

Summary of Duties, but not limited to:

Disability Management:

- Work closely with Human Resources and department management regarding employees with disability claims and attendance management.
- Support departments in short-term disability management.
- Required to support and facilitate employee re-integration to the workplace through planning, coordinating and implementing timely modified work programs
- Determine individualized accommodations based on individual employee needs.
- Collaborate with Human Resources, Managers and Union Representatives for coordinating return to work programs, addressing attendance management concerns, or determining an employee's need for work accommodations.
- Provide guidance to managers, supervisors, and employees on occupational health and safety related issues.
- Assist in the completion of injury and incident reports, including completion of applicable WSIB forms, and participate in the investigation of the occurrence while monitoring trends in safety and establishing required action to reduce and/or eliminate all incidents.
- Effectively liaises with claims adjudicators, auditors, physicians, medical professionals and investigators.

Wellness Initiatives:

- Interpret internal and industry data to establish wellness program needs, and develop wellness programs and initiatives.
- Create, source and recommend wellness seminar topics, and facilitate when necessary
- Responsible for providing wellness knowledge to the organization through strategic planning, analysis, development, and evaluation of Corporate Wellness Programs.
- Act as an advocate for staff safety, health, and wellness in accordance with the values and mission of Women's College Hospital.

As a role model and champion you will work to identify and integrate safe, best practices into daily activities to foster the delivery of safe and exemplary care.

The responsibilities described above are representative and are not to be construed as all-inclusive.

Qualifications/Skills:

- A relevant college diploma or university degree in Occupational Health and Safety or equivalent is preferred
- A minimum of 3 years of related experience in Disability Claims Management and Occupational Health and Safety is required



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- First Aid and JHSC Certification an asset
- Demonstrated knowledge and understanding of disability legislation and regulations, including Duty to Accommodate, Employment Equity Act, Workers' Compensation Act and Human Rights Legislation, Accessibility Ontario Disability Act.
- Prior experience with organizing and coordinating wellness initiatives/programs would be an asset.
- Ability to maintain confidentiality.
- Experience in Health Care settings or unionized environment an asset
- RPN license in good standing an asset
- Ability to balance a wide variety of priorities
- Demonstrated ability to use good judgment and to apply problem-solving skills on a variety of issues
- Client service and outcome orientation coupled with superior communication and influencing skills.
- Computer literacy in a Windows environment utilizing Word, Excel, and Outlook at a proficient level.
- Parklane experience an asset.
- Professional behavior and communication that meets the standards of the professional regulatory college or association, as applicable, and the standards of Women's College Hospital
- This position plays a critical role in acting as an advocate for safety and will demonstrate principles, practices and processes that will optimize a safe environment for all

POSTING DATE: Tuesday August 29, 2017

Please forward resumes via email to HR@wchospital.ca with your name and the competition number in the subject line. (Example: Jane Smith, 1.16)

We thank you for your interest, however, only qualified applicants who are selected to be interviewed will be contacted.

Women's College Hospital is a fully affiliated teaching hospital of the University of Toronto and is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Aboriginal peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our Hospital community. Accommodation will be provided in all parts of the hiring process as required under our Access for People with Disabilities policy. Applicants need to make their requirements known in advance.