



# Safety Manager

**Job Code:** SAFE - 122  
**Revision Date:** Dec 21, 2018

**Salary Range:**  
\$27.22 - \$44.54 Hourly  
\$2,177.60 - \$3,563.20 Biweekly  
\$56,625.00 - \$92,633.00 Annually

**FLSA:** Exempt

## Overview

We are an agency committed to innovative behavioral health services in trauma-informed care that promote healing and recovery to instill a sense of empowerment and foster a lifelong sense of resilience.

## General Description

The purpose of this job is to plan, direct and implement organization safety program to ensure safe, healthy and accident-free work environment.

This class works under general supervision, independently developing work methods and systems.

## Duties and Responsibilities

**The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions related to the type of work of the position as necessary.**

- Supervises, directs, and drives strategic formation of a safety committee. Educates and guides assigned staff liaisons on safety prevention strategies.
- Coordinates, assigns and reviews safety related work and establishes deadlines; maintains safety standards; monitors status of safety related work in progress; inspects completed safety assignments; answers questions; gives advice and direction as needed.
- Conducts accident investigations that involve round tables, including audits and root cause analysis to enhance safety controls.
- Updates all active Safety manuals.
- Implements the Emergency Action Plans to be in compliance with the Healthcare Regulatory Entities: Centers for Medicare and Medicaid
- Services, The Joint Commission, Occupational Safety, Office of Civil Rights, and Health Administration and Environmental Protection Agency.
- Conducts safety inspections of residential and commercial buildings.
- Processes workers compensation claims in collaboration with other support divisions.

- Develops data analytic reports, such as loss analysis and safety incident reports by programs, frequency vs. severity and causes of injuries.
- Oversight and implementation of emergency evacuation drills such as fire, bomb, active shooter and hazards.
- Performs other duties as assigned.

### **Minimum Education and Experience Requirements**

Requires an Associate's Degree in Risk Management or related field supplemented by four (4) years of experience in risk management, safety management or law enforcement; or possession of any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities.

Experience with trauma-informed services; cognitive behavioral therapies, including DBT; and motivational therapies including the use of incentives, preferred.

### **Required Knowledge and Abilities**

Knowledge of trauma-informed theories, principals, and practices (includes multi-faceted understanding of concepts such as community trauma, intergenerational and historical trauma, parallel processes, and universal precautions), preferred.

### **Physical Demands**

Performs light to medium work that involves walking or standing virtually all of the time and also involves exerting between 20 and 50 pounds of force on a regular and recurring basis or skill, adeptness and speed in the use of the fingers, hands or limbs on repetitive operation of mechanical or electronic office or shop machines or tools within moderate tolerances or limits of accuracy.

### **Unavoidable Hazards (Work Environment)**

- None

### **Special Certifications and Licenses**

- Must possess and maintain a valid state Driver's License with an acceptable driving record.
- Must be able to pass a TB, criminal background and drug screen.

### **Americans with Disabilities Act Compliance**

Emergence Health Network is an Equal Opportunity Employer. ADA requires Emergence Health Network to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

### **Other Job Characteristics**

- Staffing requirements, including criteria that staff have diverse disciplinary backgrounds, have necessary State required license and accreditation, and are culturally and linguistically trained to serve the needs of the clinic's patient population.
- Credentialed, certified, and licensed professionals with adequate training in person-centered, family centered, trauma informed, culturally-competent and recovery-oriented care.

**Note:** This Class Description does not constitute an employment agreement between the Emergence Health Network and an employee and is subject to change by the Emergence Health Network as its needs change.