MI'GMAQ CHILD AND FAMILY SERVICES OF NEW BRUNSWICK INC.

Senior Occupational Health and Safety Specialist

The Mi'gmaq Child and Family Services of New Brunswick Inc. (MCFSNB) is seeking an experienced and highly motivated Senior Occupational Health and Safety Specialist to lead the establishment of the Organization's OHS function, including, development, implementation, organizational priorities, reporting process, and ongoing program oversite of the Department and comprehensive safety program.

This newly established position will provide specialized guidance and leadership across all MCFSNB offices, facilities, and programs to ensure legislative compliance, prevent workplace injuries, and promote a safe, psychologically healthy, respectful, and culturally responsive work environment.

The successful candidate will possess the expertise, experience, and initiative to independently develop an organization-wide Occupational Health and Safety Program from the ground up.

KEY RESPONSIBILITIES:

- Develop, implement, evaluate, and maintain a comprehensive written OHS program, policies, safe-work procedures, and practical safety tools in accordance with applicable New Brunswick legislation and WorkSafeNB requirements.
- Establish and oversee the Organization's Occupational Health and Safety Department and comprehensive OHS Program, including policies, procedures, and safe-work practices.
- Ensure organizational compliance with applicable New Brunswick occupational health and safety legislation and WorkSafeNB requirements.
- Establish and provide ongoing guidance and support to Joint Health and Safety Committees and health and safety representatives.
- Conduct workplace inspections, hazard identification, risk assessments, and incident investigations, and recommend corrective and preventative measures.
- Develop and implement workplace violence prevention, working-alone, safe home and community visit, and emergency response procedures.
- Develop and coordinate employee health and safety orientation, training, and education initiatives.
- Develop and implement psychological health and safety initiatives, including the identification, assessment, and prevention of psychosocial workplace hazards.
- Collaborate with Human Resources and leadership on workplace harassment prevention, workers' compensation, and safe return-to-work processes.
- Maintain OHS records, monitor legislative changes, evaluate program effectiveness, and provide reports and recommendations to senior leadership.
- Promote a proactive, culturally respectful, and trauma-informed workplace safety culture.
- Perform other related duties as required to support organizational operations and the overall team.

ESSENTIAL QUALIFICATIONS:

- Post-secondary diploma or degree in Occupational Health and Safety or a closely related discipline;

- Canadian Registered Safety Professional (CRSP) designation preferred; an equivalent recognized professional certification may also be considered;
- A minimum of five (5) years of progressively responsible experience in occupational health and safety, including substantial independent program-development responsibilities;
- Demonstrated experience establishing, developing, and implementing a comprehensive occupational health and safety program from the ground up;
- Experience working in social services, childcare, healthcare, community services, Indigenous organizations, or other multi-site, client-facing environments is considered an asset;
- A good understanding of First Nation culture, history, and socioeconomic conditions, as well as knowledge of Child and Family Services Organizations' programs and services, would be considerable assets for this position.

ADDITIONAL REQUIREMENTS:

- Fluency in English is required;
- The ability to speak Mi'gmaq is considered an asset;
- A current Criminal Record Check, including requirements for working with the vulnerable sector;
- Prior Contact Check with the Department of Social Development;
- The ability and commitment to working long hours to ensure the division can respond to organizational needs.

SALARY RANGE:

$1,621.93 – 1,747.49 Weekly

BENEFITS:

- Health and Dental: employer pays 80% and employee pays 20%
- Pension Plan
- Maternity top-up, up to 93%

HOW TO APPLY:

Interested applicants are invited to submit their resume to HR@mcfsnb.ca including the title of the position in the subject line.

APPLICATION DEADLINE: December 7, 2026

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

** Preference will be given to qualified candidates of Indigenous ancestry.