

Health and Safety Officer 1.0 Release

This is a two-year position from September 2024 - June 2026.

This position is time-release for the whole school year.

Portfolio Work Day and Additional Meeting Expectations

- Working days and holidays follow a regular school calendar and work hours are 8:00 am - 4:00 pm, Monday to Thursday and 8:30 am - 3:30 pm Friday at the D16 Office in Newmarket.
- Attend and report to the T/OT Council at monthly meetings, including the AGM and Branch President retreat.
- Attend and report to the T/OT Executive at monthly Executive meetings.
- Attend additional Executive meetings and events when necessary, including Executive Priorities in the spring.
- Convene and direct the work of the Health and Safety Committee.
- This position may involve additional evening and weekend commitments.

Portfolio Roles & Responsibilities

- Get and Maintain JHSC certification Level 2
- Complete monthly school inspections.
- Investigate and respond to Health and Safety concerns brought forward by members.
- Attend monthly joint Health and Safety meetings.
- Assist in the day-to-day operation of the Teacher/OT Bargaining Unit Office.
- Assume such reasonable duties as may from time to time be delegated by the Teacher/OT Bargaining Unit President.
- Meetings between the Designated/Inspecting Representatives and Health and Safety Manager/Officers will be scheduled on Professional Activity Days throughout the school year to discuss issues arising from workplace inspections.

Compensation

The Bargaining Unit Health and Safety Officer continues to be paid on the grid as they would be as a classroom teacher.

In addition:

- Executive honorarium of \$1700/school year.
- Mileage is paid at the current YRDSB Board rate for travel to inspections during the work day, and for any Bargaining Unit or provincial meetings will be paid by OSSTF.
- Cellular phone expense for half your phone bill, up to \$60/month.
- This is NOT a work from home position.