

A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES ENJOY A VIBRANT LIFESTYLE

Principal Wellbeing Partner

Division	Finance & Corporate Services	Department	People, Culture and Safety
Reports To	Wellbeing and Safety Manager	Direct Reports	Yes

Position Purpose

The Principal Wellbeing Partner is responsible for leading the health, wellbeing and workplace rehabilitation functions of the organisation. This includes providing specialist advice to all levels of the organisation to ensure contemporary best practice that aligns with legislative requirements. This position will coach, mentor and professionally develop the wider People, Culture & Safety team, Divisional Managers and Coordinators, in all matters related to team member wellbeing.

Key Responsibilities and Outcomes

Operational

As the Principal Wellbeing Partner and member of the Wellbeing and Safety leadership team you will:

- Lead the provision of advice for the design, implementation and future direction of Council's approach to workplace wellbeing, including health and wellbeing initiatives, work related and personal injury management, and fitness for work programs.
- Collaborate with stakeholders across the People, Culture & Safety team, and wider organisation, to promote and embed wellbeing into all aspect of business operations.
- Lead the development and implementation of evidence-based, targeted campaigns and initiatives conducive to supporting physical and psychological wellbeing.
- Lead the development, continuous improvement and implementation of Council's work and non-work-related injury management processes and procedures.
- Oversee the wellbeing case portfolio, managed by the Wellbeing & Rehabilitation Partner, to ensure sound case management strategies are in place and to monitor and management workers' compensation claim performance. As a point of escalation, provide specialist advice on complex injury and health management, workers' compensation and fitness for work related matters.
- Drive the development of leadership capability across all Departments in Council to ensure the wellbeing of all team members is supported effectively and in accordance with contemporary best practice. This includes facilitation and management of Council's Employee Assistant Program (EAP).
- Maintain positive relationships across a range of internal and external stakeholders to ensure quality health and wellbeing outcomes are achieved for all team members. This includes Council's self-insurance agent (Local Government Workcare), medical and other health practitioners and unions.
- Collate, analyse, interpret, evaluate and present data regarding wellbeing programs, claim and injury statistics, for reporting and decision-making purposes.

Values

At Moreton Bay Regional Council, we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a leader you will take accountability for demonstrating the values, expectations and behaviours and enable your team members to do the same.

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Decision Making

Budget - Nil

Delegations - Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register.

Knowledge & Experience

- Extensive knowledge and experience applying relevant frameworks and legislation covering the management of employees in a contemporary workplace. Including the Workers' Compensation and Rehabilitation Act 2003, Work Health and Safety Act 2011 and relevant Industrial instruments.
- A minimum of 5 years' experience managing wellbeing, injury management and fitness for work programs across a diverse, multi-site operation. Local Government and self-insurance experience will be highly regarded.
- Well-developed people and relationship skills with demonstrated ability to work in a team environment communicating and motivating effectively at all levels of the organisation.
- Adaptable to change with demonstrated ability to shift focus and re-prioritise on short notice, working within tight deadlines.
- Strong research, analytical and problem-solving skills as well as expert level verbal and written communication skills to undertake duties such as developing and delivering presentations, writing detailed reports, and providing advice, direction and support to key stakeholders.
- Demonstrated experience in components of effective project management, including planning and development, implementation and evaluation.
- Demonstrated ability to lead and develop others, including provision of one on one and/or group coaching.
- Commitment to and willingness to participate in continuous training and education relative to your area of discipline.

Qualifications

Tertiary qualification in Allied Health (Occupational Therapy, Physiotherapy or similar), Human Resources or Workplace Health & Safety and/or equivalent experience in workplace wellbeing, workers' compensation and injury management.

This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.