

Job Profile

Job Title	Health and Safety Business Partner		
Reports to (job title)	Head of Health and Safety		
Job Reference No.	HOMEJD097	Date of issue:	January 2025

The job in a nutshell...

As a true self-starter you'll be passionate about providing a brilliant service to all customers of Health and Safety.

You'll be a reliable go-to colleague for credible advice, guidance and will support colleagues effectively manage their health and safety risks and achieve best practise outcomes. Your ability to support change and continuous improvement, seek out better ways of working and find solutions will end up with a win-win result for customers and colleagues alike.

The role is varied; you'll need to be intuitively collaborative to support and enable change within your designated geographical region and will also have opportunity to be involved in continuous improvement projects both within the wider team and organisation.

What success will look like...

Your stakeholders will describe you as an approachable, knowledgeable, and proactive business partner who adds value to what they do.

You'll champion the use of our health and safety pages on Homeworld, Workplace, and other information sources to enable a digital first and self-serve approach where appropriate. Promoting personal accountability and ownership of health and safety risks with stakeholders and providing coaching and support to them on development of these attributes.

You will work with your stakeholders in the Operations Management team to carry out appropriate health and safety checks and carry out your own high-quality in-house Health and Safety audits.

You'll audit compliance in line with Home Group's health and safety requirements, drafting reports, issuing these with predefined timescales, supporting, and tracking actions to completion.

You'll support the investigation of accidents and incidents that occur within specified timescales, identifying actions and supporting their implementation.

You'll role-model a flexible, agile, and planned approach to your work, taking care of your own work-life balance first and foremost to support others to be at their brilliant best.

You understand the way we work at Home Group and as a high-performing team, you have the resilience to work at pace, to keep things moving and to deliver outcomes. You'll work with others to achieve this, and you'll use insights wisely to inform everything you do.

You'll report on the performance of the in-house Health and Safety system and identify opportunities for improvement. You will communicate relevant updates on safety risks and

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requirements to internal and external stakeholders – giving confidence and assurance that we operate safely, while promoting engagement and sound risk management practice.

You'll already have these **brilliant** skills, qualifications and knowledge...

Transferable Skills.	Technical qualifications, experience and knowledge.
<p>We have an eye for detail</p> <ul style="list-style-type: none"> • Has the technical qualifications • Has the appropriate skills and experience • Applying legislation, working within policies and procedures 	<ul style="list-style-type: none"> • A Health and Safety Qualification • Membership of IOSH, Cert member or above
<p>We are organisers and drivers</p> <ul style="list-style-type: none"> • Be positive and enthusiastic to drive work forward • Take people with you • Have the confidence to challenge performance or behaviours not in line with our values 	<ul style="list-style-type: none"> • Experience of carrying out audits and health and safety inspections, both site and office based • Experience of carrying out accident/incident investigations and undertaking root cause analysis
<p>We unleash the potential of others</p> <ul style="list-style-type: none"> • Active listening to understand other's strengths, development areas and interests • Support others to be the best they can be • Give others the confidence to want to try something new. 	<ul style="list-style-type: none"> • Experience of assisting in the development and implementation of health and safety processes in complex or multi-site environment • Hold a current full UK driving license.

We'd also love you to have, or be **brilliant** at... (but don't worry if not)

An internal or external auditor qualification.

An understanding of the not-for-profit housing sector and the challenges our customers can face. More importantly, you'll have a passion for supporting others because our customers are at the heart of everything we do.

We're all **accountable** for...

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Health and Safety of our ourselves and others; put simply this includes taking the time to complete all learning, understanding your role-specific responsibilities, working with reasonable care, and taking steps to address and report problems related to Health and Safety.

Taking a proactive approach to your learning and development to be the best you can be. This includes understanding and keeping up to date with all our relevant policies and processes as well as taking advantage of all the learning opportunities and resources available to you ... they're there for a reason but don't worry, we'll help keep you informed along the way.

Promoting equality, diversity, and inclusion as a top priority at Home Group; leading by example in your actions and demonstrating our Brilliant People behaviours.

Keeping things compliant! You'll have role-specific and organisational goals but it's important you take these seriously and keep people and information secure and safe within the scope of doing your bit here at Home Group.

Comfortable operating in a modern digital workplace, including using digital tools to work collaboratively and productively.

Other **important** stuff...

You'll be a budget holder? No Yes

You'll manage people? No Yes

We all work flexibly at Home Group but the level of travel in this role is usually...

Occasional Regular Frequent

This role requires a DBS check No Yes

Basic Standard Enhanced



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