

# 2023 WELLBEING, HEALTH AND SAFETY PROGRAMMES



**The Government Health and Safety Lead supports 39 agencies to increase the capability of their people working in wellbeing, health, and safety.**

**We are pleased to offer the following programmes which are designed to support a range of levels, from new health, safety and wellbeing practitioners to senior leaders.**

## **CONTACT US**

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# SUMMER INTERNSHIP PROGRAMME



Our Health and Safety Summer Intern Programme is a key part of the Government Health and Safety Lead (GHSL) workforce development programme, designed to support and provide a pipeline of future passionate health, safety, and wellbeing professionals for the government sector. The 14-week programme provides a mixture of on-the-job work experience, showcasing health and safety work across government through field trips and organised events coupled with informative workshops to develop core H&S skills. The programme highlights the importance of Health and Safety in New Zealand and promotes the profession.

## BENEFITS

In a tight employment market with a significant skill shortage, interns are an untapped employee candidate pool which can provide a valuable source of support the natural uplift and development of your current employees; as they can take on tasks, projects with modest levels of responsibilities to be completed over a three-month period.

## PROGRAMME SUCCESS

Our programme success over the last six years, has seen on average 50% of our interns gaining employment with their host agency or with other public sector agencies.

In June 2021, our internship programme won the Safe Guard H&S Award in the leadership category

## PROGRAMME DETAILS

- Recruitment will commence at the end of July 2023
- Programme runs from mid-November 2023 to mid-February 2024
- Interns can be based in Auckland or Wellington.
- 14-week fixed term full time contracts
- Cost \$14,560 (salary costs for 14 week programme @\$26.00 per hour\*)

\*based on the living working wage as at 01/09/23

## GHSL ROLE

To make it as easy as possible for you, the GHSL manages the recruitment and co-ordination of the programme.

All you need to do is select your ideal candidate!



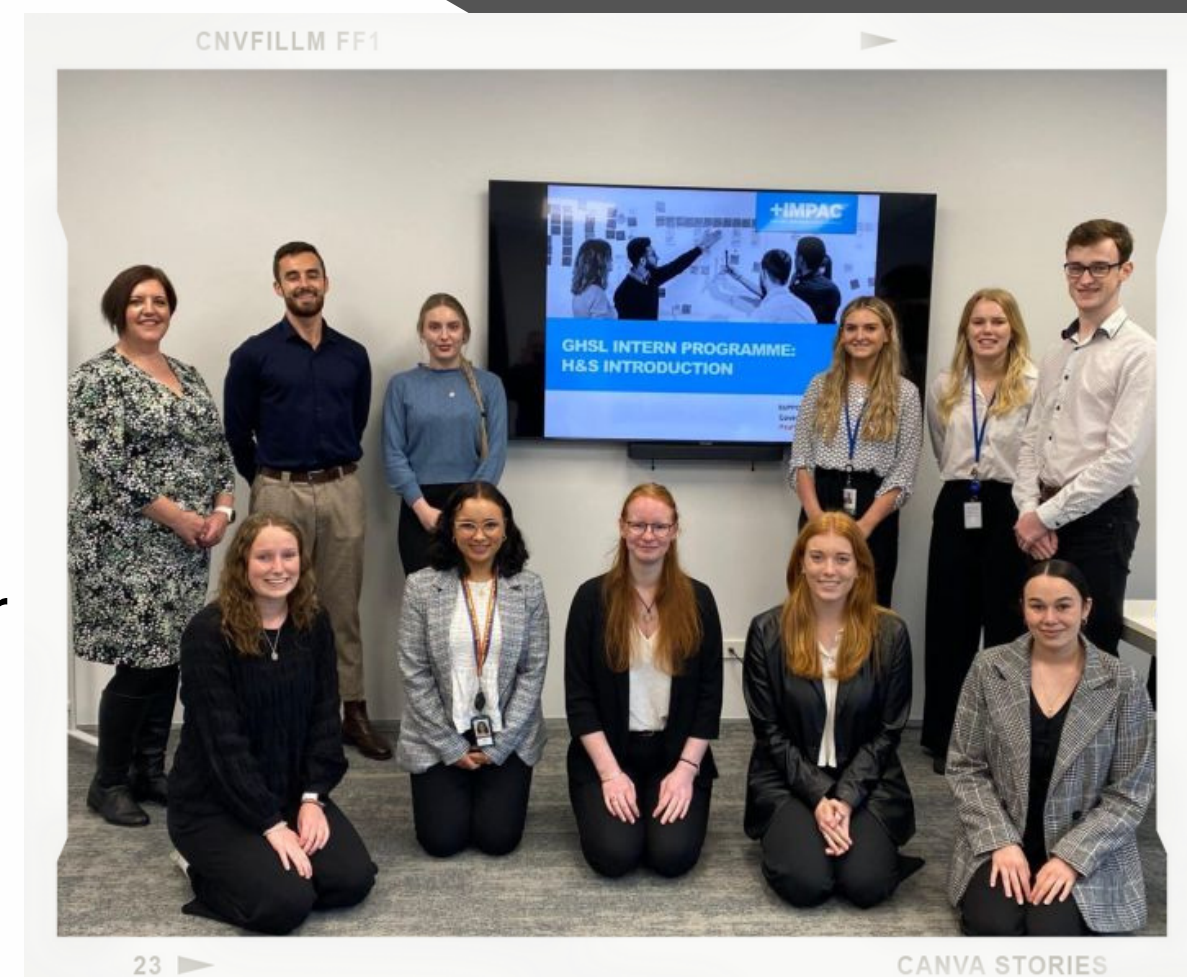


# EARLY IN CAREERS CERTIFICATE PROGRAMME

Partnering with IMPAC, the Early in Careers Programme (EiC) is designed for new Well-being, Health and Safety (WHS) practitioners, graduates or H&S Reps who are interested in developing their WHS knowledge further.

The purpose of the programme is to build core WHS knowledge in four key areas, using a structured learning and workshop approach. At the end of the programme attendees will gain an Early in Careers Certificate (NZQA Level 3 qualification) based on the Workplace Health and Safety Cultures and Practices.

The programme is delivered as four three-hour workshops on a six weekly basis and is scheduled to run from July to November 2023. Each attendee will be required to complete a short online e-learning module after each workshop via the IMPAC Learning Management System for assessment purposes.



## EiC LEARNING MODULES

### MODULE 1 - 5 JULY

Health and Safety Risk Fundamentals

### MODULE 2 - 16 AUGUST

Worker Engagement, Participation and Representation

### MODULE 3 - 27 SEPTEMBER

Working with other PCBU's

### MODULE 4 - 8 NOVEMBER

Reporting and Measuring Performance

## WORKSHOPS

The four workshop modules which are tailored to recognise EiC H&S practitioners specific learning needs.

Each workshop module will provide a general understanding of the topic, its importance, the risks/impacts associated for the organisations or workforce.

Each workshop covers a stand-alone topic, with all modules cumulatively providing a solid foundation of learning for all attendees.

## COSTS

Cost of the programme is \$1,165+GST per person.

## TARGET AUDIENCE

EiC H&S practitioners or H&S Reps who are interested in developing their WHS knowledge further.



# OFFICER DEVELOPMENT PROGRAMME

Our award-winning programme, partners with Institute of Directors (IoD) to offer the Officer Development Programme, designed for public service agency senior leaders with officers' responsibilities under the Health and Safety at Work Act 2015 (HSWA).

The impact of these workforce development programmes has seen over 200 Chief Executives, Deputy Chief Executives and senior leaders uplift their capability in the H&S governance space across our 39 agencies.

This programme is now considered as **essential** for all Tier 1 and 2 Senior Leaders, as well as for GM's of HR and Tier 3 Leaders wanting to take on more senior roles, the programme is delivered as two half-day sessions incorporating four modules.

Each module topic will be explored with a governance focus but with consideration as to how the topic may be viewed through different lenses (governance, leadership, management) in a public sector environment.

**"Despite having spent years working in this space, I found the IoD officer development programme extremely helpful, ensuring my knowledge and skills are up to date. I particularly enjoyed and benefited from working through practical examples with my colleagues from across government, which opened my eyes to risks and controls that I hadn't previously considered."**

**Richard Griffiths, Deputy Chief Executive Corporate, Ministry of Business, Innovation and Employment**

## WORKSHOPS

- Managing, leading, and governing Health & Safety – an overview of the three roles and perspectives
- Health and Safety risk management
- Overlapping duties and understanding the complexity and challenges of identifying and managing them
- Monitoring what matters – setting meaningful KPIs, data, insights, reporting and information management systems.

A minimum of 18 participants are required to run a course, with a maximum of 24. In-house options are also available.

## COST

The programme is provided to public service agencies who register via the GHSL at a discounted rate of \$1,200 + GST per person.

**To register interest in a future Officer Development course, email [ghsl@mpi.govt.nz](mailto:ghsl@mpi.govt.nz) with attendee details (Name, position, email and phone details, plus IOD membership details if known).**

\*Note that places are limited, and all bookings will remain tentative until confirmed by the GHSL.

