

Government
Health & Safety Lead

HSE GLOBAL
ACADEMY

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Health and Safety Representatives (HSR) Learning Pathway

\$200
per learner

Safety Leadership

eLearning

3.5 hours

Device compatible

Self-paced learning

GHSL, in collaboration with HSE Global Academy, has developed an innovative, scalable, and sustainable eLearning pathway for Health and Safety Representatives (HSRs) across New Zealand. Designed with flexibility in mind, this engaging and interactive pathway supports organisations of all sizes by providing accessible upskilling and reskilling opportunities for HSRs.

eLearning courses (20 mins each)

1. Role of a Health and Safety Representative (HSR)
2. The Legal Context
3. Causes of Accidents and Ill Health
5. Risk Management
6. Management Systems
8. Communication
7. Investigations
7. Preparing for emergencies and Injury management and rehabilitation
9. Change Management
10. Well-being

Learning outcomes

Select each number to see the learning objectives, then select 'NEXT' to continue.

1 2 3

By the end of this module, you'll be able to:

Understand what the terms health and safety mean, and analyse how cultural perspectives, belief systems, and context influence their interpretation and application

What is risk management?

Risk management involves thinking about what could happen if someone is exposed to a hazard and how likely it is to happen.

Select each marker to learn more, then select 'NEXT' to continue.



ISO 31000 – Risk Management is an international standard for managing risk. This model is used across all types of industries as a framework for managing risk. In this course, we will help break this down and show you how to operationalise this in the field of health, safety and wellbeing.



Repetitive strain

A new worker has commented that they are experiencing wrist and shoulder pain from sustained keyboard and headset use. You have noticed some desks are poorly adjusted. Select 'NEXT' to continue.

Improving safety starts with leadership — including yours

If an organisation wants to see better safety results, it starts with leadership.

Not just from the top — from you, too.

What you say and do about managing risk shapes the culture.

Culture drives behaviour. Behaviour drives results.

Lead from where you stand — that's how risk management improves.

Select 'NEXT' to continue.



Hazard identification - start with context

It is important to understand the context that influences the hazards that may be present as you work. The key elements of this context include:

- People
- Processes
- Plant and Equipment
- Property and Environment
- Performance

Select each of the markers on the picture to learn more, then select 'NEXT' to continue.



The 5 Keys to Safety Leadership

You don't need a title to lead — as an HSR, your visibility and actions matter. Great HSRs show leadership by putting the 5 Keys to Safety Leadership into action:

Select each heading to learn more, then select 'NEXT' to continue.

PROVIDE FEEDBACK

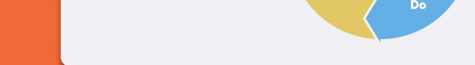
Learning is vital. Provide positive feedback when the expected behaviours are demonstrated and the undesirable ones are corrected. Create a feedback loop to ensure workers are kept informed on the

Provide feedback

Demonstrate care and commitment

Involve others

Ensure expectations are clear



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- Demonstrate care and commitment
- Involve others
- Ensure expectations are clear

system is like a tree...

The roots are our values and legal responsibilities, they keep us grounded. The trunk is the strong structure that holds it all together: these are like our policies, procedures, and responsibilities. The branches are the different parts of the system: training, risk assessments, incident reporting, and checks.

When the system is healthy, it grows good fruit: fewer injuries, healthier people, and better work. But like any tree, it needs care, watch out for hazards (like pests or storms) and keep checking that it's growing the way it should.

Select each apple to learn more then select 'NEXT' to continue.

Psychological safety

Leadership means creating a space where people feel psychologically safe.

This means that they feel OK to speak up, to ask questions and to admit mistakes without fear of being judged or punished.

When people feel safe, they are more likely to raise concerns early, which is what we want.

Select 'NEXT' to continue.

What healthy work looks like

A healthy workplace is one in which workers and managers work together to improve the work environment to protect and promote the health, safety and wellbeing of all people within it.

A healthy workplace looks at the:

- physical work environment; and
- psychosocial work environment, which includes things such as the organisation of work and workplace culture.

In terms of your work environment, WorkSafe NZ has laid the foundations that all workers can expect.

Select the icons to learn more, then select 'NEXT' to continue.

How to read the legislation

Reading legislation might seem scary, but it's easier than you think.

Most sections are clearly written and you can always ask for help from your safety team or union if you are unsure.

Importantly, you are not expected to memorise the law.

Just to be familiar with it, and know how to read it so that you can find things when you need to.

Select each marker to learn about each section, then select 'NEXT' to continue.

HSWA legislative framework

All workers have the right to a healthy and safe working environment. By supporting worker participation and engagement, HSR's help make this right a reality.

Select the image to read what the GHSU Director, Lance Goodall, has to say.

Leadership

As an HSR, you might not manage people, but you can help shape them, and lead them, whether these are managers or workers.

This kind of leadership isn't about your position; it's about your impact.

Select 'NEXT' to continue.

Summary

We hope the information and techniques you have learnt will support you in performing your role as an HSR in the workplace.

Health and Safety Representatives (HSR) Learning Pathway

Module 1 20 mins	Module 2 20 mins	Module 3 20 mins	Module 4 20 mins	Module 5 20 mins	Module 6 20 mins	Module 7 20 mins	Module 8 20 mins	Module 9 20 mins	Module 10 20 mins	Total 3.5hrs
Role of a Health and Safety Representative (HSR)	The Legal Context	Causes of Accidents and Ill Health	Risk Management	Management Systems	Communication	Investigations	Preparing for emergencies and Injury management and rehabilitation	Change management	Wellbeing	
<ul style="list-style-type: none"> • What health and safety means? • How cultural perspectives, belief systems and context influence their interpretation and application • Your role as a HSR • Cultural intelligence 	<ul style="list-style-type: none"> • Structure of NZ health and safety legislation • How to read legal documents • Why the legal framework exists • Roles and responsibilities under HSW legislation • Due diligence 	<ul style="list-style-type: none"> • Importance of context and the working environment • Energy sources • Different types of harm 	<ul style="list-style-type: none"> • Identify hazards • Assess risks • Basic risk assessment approaches • Manage controls • Review/verify control effectiveness • Critical Control Management 	<ul style="list-style-type: none"> • How safety systems work • What makes them critical • Check if systems are working • How to improve them 	<ul style="list-style-type: none"> • Importance of good communication • Engagement, Participation • Communication techniques 	<ul style="list-style-type: none"> • Why investigations are important • Role as a HSR in an accident or incident • What good investigations achieve • What investigations should avoid 	<ul style="list-style-type: none"> • Emergency planning • Legal requirement • Role as a HSR in emergency planning • Injury rehabilitation and Management process 	<ul style="list-style-type: none"> • What does change management mean? • Managing and sustaining change using PDCA • Role as a HSR in change management 	<ul style="list-style-type: none"> • Why health and wellbeing matters • Legal requirement • Effects of fatigue and stress • Promoting good health 	

Proficiency

Foundational

Developing

Skilled

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