

Role Profile

Job Title: Health and Safety Lead
Department: Health and Safety
Reports To: Head of Health and Safety
Ref: Ref-277 V1 – 21 September 2023

At Monaghan, we believe our Occupational Health & Safety (OH&S) policies, standards, procedures, practices and performance are central to our long-term business success.

We recognise our people are our greatest asset. This is why we are committed to Protecting People and Assets by providing safe and healthy working conditions for the prevention of work-related injury and ill health. This commitment is grounded in our company philosophy – **We Do The Right Thing** – guiding the way we think about and manage OH&S risks.

Each Monaghan employee plays a pivotal role in delivering on this commitment to achieve our Health & Safety Vision of **Zero Harm** in the places where we work.

Please Note - This role is based in the UK and can be in any of our UK sites

Role Overview

This is a hands-on role and requires an individual who enjoys interacting on site and can demonstrate the ability to engage and influence at all levels. The Health and Safety Lead will be a motivated Health and Safety professional who will champion and foster a proactive safety culture on our sites. The Health and Safety Lead will be responsible for providing competent occupational health and safety advice, guidance, and support, with authority and independence, to our sites and teams, to enable them to comply with health and safety legislation and best practices.

Main Duties

- Support and actively participate in developing, implementing and maintaining the corporate health and safety strategy, plans, risk register, policies, standards and procedures.
- Conduct regular site inspections to identify potential hazards, assess risks, and recommend corrective measures to mitigate risks and improve safety.
- Conduct monthly reviews of the Safety Improvement Plan and support the site team to keep the plan up to date.
- Support the site team to investigate accidents and incidents, and prepare comprehensive reports detailing the root causes, recommending actions to prevent reoccurrence.
- Support the site team to identify hazards, control measures and develop and maintain suitable risk assessments.
- Collaborate with site managers, supervisors, and other stakeholders to promote health and safety, including participating in safety meetings and providing guidance on best practices.
- Stay informed about changes in health and safety legislation and industry practices and ensuring that Monaghan remains compliant.
- Support the site team in the development and implementation of emergency preparedness and response plans, including evacuation procedures and first aid arrangements.
- Support the site team with the investigation and resolution of health and safety related concerns raised by employees or external parties.
- Support the site team to identify health and safety training needs.

- Effectively communicate health and safety related information, updates and initiatives to employees and other stakeholders.
- Maintain accurate records of health and safety related accidents, incidents, inspections, and other relevant data.
- Liaise with site teams, insurers, brokers, and loss adjustors in defense of claims.

This is not an exhaustive list and is subject to change and amendment.

Competencies to perform the role

- Builds Teams - works collaboratively and influences effectively across operational management.
- Manages Performance – Follow up with each site within the Monaghan Mushrooms Group to ensure set targets are achieved.
- Develops People - delegates responsibility appropriately and prioritises training.
- Leads Authentically – always delivers on work pressures, instils confidence, encouraging and supporting others to cope with challenging situations.
- Acts Commercially – promotes the Health & Safety agenda in a sustainable and commercial way, working within cost parameters and demonstrating that commercial implications are understood.
- Customer Focus – manages internal customer expectations, gauges impact of own work area on customer satisfaction and quality.
- Solves Problems – considers the whole problem / process when diagnosing problems, fixes the root cause, thinks on feet when required.
- Plans and Organises – develops project and work plans to manage specific areas of work as required, defining tasks and responsibilities, timelines, and milestone dates.
- Communication - Builds a culture of two-way communication flow; uses communication to create energy and enthusiasm in the business and to inspire commitment; develops industry networks that benefit the company.

Experience and Qualifications

- A recognised qualification in Occupational Health and Safety.
- Train the Trainer qualification is desirable but not essential.
- Fire risk assessor qualification is desirable but not essential.
- Minimum 5 years' experience in a similar role.

Other Role Requirements:

- Full clean driving licence.
- Valid Passport (no travel restrictions).
- Ability to travel routinely to all Monaghan UK sites.
- Experience of influencing stakeholders at all levels on Health and Safety related issues.
- In-depth knowledge and understanding of Health and Safety legislation in the UK.
- Strong understanding of safety management systems and incident investigation techniques.
- Detail oriented and analytical approach to health and safety management.
- Ability to prioritise work requirements and handling multiple tasks.
- Proactive approach to problem solving and decision making.
- Ability to work independently and collaboratively with cross functional teams.
- Strong commitment to promoting a proactive culture of health and safety, and continuous improvement.

Performing the role in line with the Monaghan Cultural Values:

1. We do the right thing: We use this philosophy to drive every aspect of our business, from product, to process to people.
2. Forward Thinking: We think ahead and we think for the long term.
3. Down to Earth: We understand the importance of communicating our discoveries in a straightforward way.
4. Inspiring: We seek out new ways to excite and inspire each other.
5. Egalitarian: We have always been grounded in the belief that everyone is equal. That everyone deserves an equal chance to speak, be heard and make an impact.