

Job Title	Process Safety Manager
Reports To	Head of Health and Safety
Grade	Grade 6
Purpose	The position is to lead and operate as a focal point for process safety management across WWU including process development, specialist support / coaching, advice and training that will drive, motivate, inspire and encourage all areas of the business to maintain a high standard of process safety performance and compliance to applicable legislative standards.
Key Accountabilities	<p>Process Safety Management</p> <ul style="list-style-type: none"> • Lead on the development and implementation of the WWU process safety strategy assigning accountability and responsibility to appropriate stakeholders for overall successful delivery. • Lead on the development, implementation and maintenance of the WWU process safety management system so that it remains effective and delivers overall compliance. • Provide guidance and support in relation to process safety requests for information (incidents / data / process) both internally and externally. • Where there is ownership of WWU process safety policy / procedures maintain them in accordance with published document management / control process. • Where appointed either operate as lead investigator and / or support process safety accident / incident investigations (as required) to establish root causes, providing expert advice, support and guidance on legal framework including the development and management through to closure of identified interventions. • Develop and implement a programme of continual improvement initiatives, that will continue to enhance WWU's process safety capability. • Deliver regular business wide briefings, training and delivery to improve the overall understanding of process safety across the business. • Identify, implement, and share best practice and shared learning both internally and externally. • Where required provide expert process safety advice to WWU including process safety technical expert advice to Legal. • Assist the Head of Health and Safety in the promotion of positive H&S culture so as to maintain the correct accountability / responsibility for H&S delivery across the business. <p>People Management</p> <ul style="list-style-type: none"> • Successfully manage and maintain the competence, productivity and effectiveness of the assurance and governance team incorporating process safety inspectors including but not limited to <ul style="list-style-type: none"> ○ The development and maintenance of a framework of safety and technical competencies that identifies the capabilities required to deliver team / business objectives. ○ The development of personal and team objectives that are aligned to WWU strategy, aims, priorities and values.

	<ul style="list-style-type: none"> ○ Maintaining a high level of performance across the assurance and governance team. ○ Providing support to the team so that all maintain a high level of personal safety, wellbeing and mental health. <p>Performance Governance and Monitoring</p> <ul style="list-style-type: none"> ● Manage the collection, collation and reporting of process safety performance measures. ● Manage the analysis of process safety performance measures to identify trends, risks and opportunities. ● Facilitate the development of interventions in response to performance data analysis findings. ● Undertake qualitative and quantitative assessments (both on site and back office), on process safety procedures so that appropriate standards are maintained in terms of cost vs benefit. ● Lead on the preparation, undertake and monitor annual audit plans in response in accordance process for approval by the Board HSE Committee, using the organisation’s Enterprise Risk Management Process ● Manage the effective implementation of process safety standards so that WWU maintains accreditation to all ISO standards and primarily ISO45001 & ISO55001. <p>External Relations</p> <ul style="list-style-type: none"> ● Maintain good working relationships with the safety regulator (Health & Safety Executive) and other external agencies including OfGem / DESNeX. etc ● Maintain relationships with other GDNs, IGTs, UIPs, National Grid and EUSR for productive and proactive. 	
<p>Main contacts for the role</p>	<p>Internal</p> <ul style="list-style-type: none"> ● Head of Health and Safety ● The Responsible Engineer ● Network Controller ● Human Factor Specialist ● Authorising Engineers ● Competent Persons ● The HSE Board ● The Executive Team ● Head of Asset Management ● The Senior Management Team - All Divisions 	<p>External</p> <ul style="list-style-type: none"> ● Health & Safety Executive ● OfGem ● DESNeZ ● Industry bodies and Trade associations such as the ENA and IGEM ● Other GDNs ● IGTs/UIPs ● National Grid ● EUSR
<p>Job Dimensions</p>	<p>The Process Safety Manager alongside the management of direct reports will need to liaise closely with other members of the H&S Division including but not limited to the Head of Health and Safety, Engineering Compliance Manager / Responsible Engineer, H&S Senior Manager. They will work alongside senior managers across the business supporting them in the delivery and discharging of respective of process safety standards / responsibilities.</p>	

Person specification

<p>Qualifications & Experience</p>	<ul style="list-style-type: none"> • Educated to degree level or post-graduate in a relevant discipline or equivalent professional experience in a related field; such as process safety, asset management or operations • As a minimum 5 years' experience of one or more of the following in a high hazard industry: <ul style="list-style-type: none"> ○ Process Safety Management ○ Health and Safety Management ○ Risk Management • Engineer and / or Safety Professional with a relevant Institution alongside significant operational experience. • Robust knowledge of all UK health and safety legislation
<p>Technical Know-How & Skills</p>	<ul style="list-style-type: none"> • Leadership and people management experience • Risk management • Process safety management systems • Operational incident management • Asset management • Team motivation and inspiration • Detailed knowledge of applicable legislation and practical experience of delivering compliance • Accuracy in relation to the analysis and management of process safety data • Effective report writing • Knowledge of project/programme planning, change management and performance improvement
<p>Personal Qualities / Behaviours</p>	<ul style="list-style-type: none"> • Role model for WWU's values and behaviours – setting the right tone for safety & reliability across the company. • Strong interpersonal skills and the ability to deal with a wide variety of stakeholders.