



+IMPAC

Less risk, safe people, better business

HEALTH & SAFETY CAREER PATHWAY

SOURCES:

+ Government Health & Safety Lead

+ IMPAC

2022

LESS RISK, SAFE PEOPLE, BETTER BUSINESS

CONTENTS

INTRODUCTION	3
---------------------	----------

HEALTH AND SAFETY GENERALIST PATHWAY	5
---	----------

A guide for individuals developed by Government Health & Safety Lead for those starting out, transferring to, or expanding an existing career

IMPAC	
--------------	--

Training Pathway Diagram	28
--------------------------	----

NZ Certificate in Workplace Health & Safety - Level 3 Programme	29
---	----

NZ Certificate in Workplace Health & Safety - Level 4 Programme	31
---	----

INTRODUCTION

IMPAC is the leading provider of workplace related Health & Safety training in New Zealand.

IMPAC is a category one NZQA registered private training establishment (PTE), IMPAC is an approved learning provider of IOSH and the only NZ based accredited Gold Status Learning partner of NEBOSH.

We are trusted Health & Safety training providers to many of NZ's leading public sector organisations, state owned enterprises, corporates and regulators as well as meeting the needs of thousands of small and medium sized businesses.



Why choose IMPAC?

+ QUALITY

We are a private training establishment with Category 1 status which demonstrates excellence in both education and quality.

+ COMPETENCE

All our trainers are practicing Health and Safety professionals and qualified Adult Educators

+ REACH

We are one of the largest providers of industry specific health and safety training across NZ delivering public training courses nationwide as well as delivering training at your workplaces

+ FOCUS

IMPAC focuses on building the competence of your staff, with scenario and case study-based activities to embed learning. Unit standards are built into the training to provide assurance

+ ADAPTABLE

We are flexible in our format, enabling us to design courses to meet your specific needs as well as offering “off the shelf” courses

+ ADDED VALUE

We can offer services such as training needs analysis, competency management as well as administration services and reporting to track your training requirements.



How can IMPAC help you as a Health and Safety Practitioner?

HASANZ, NZISM NZ and IOSH (globally) recognise IMPAC's NEBOSH's courses as meeting the academic requirement for categories of Professional membership.

We can provide advice and guidance on relevant H&S pathways to help upskill individuals and grow an organisation's health and safety capability.

What else can IMPAC offer your business?

IMPAC is New Zealand's leading provider of business risk and safety management solutions. Our nationwide team of specialists works right across the spectrum from leadership activities with Boards and senior managers, health & safety audit and assurance, strategic consulting, investigations and expert witness services, reviews of business processes, online contractor pre-qualification service, project management – and much more. All backed up with comprehensive IT solutions such as Risk Manager to support your operation. We are here to support your health and safety objectives and deliver solutions to meet your needs.

Health & Safety Generalist Pathway

A Guide for Individuals

Whether you are starting out, transferring to, or expanding an existing career



Contents

Introduction	Page 3
Who is this Guide intended for and how do you use it?	Page 4
Health & Safety Disciplines at a Glance	Page 5
Common routes into the Health & Safety Profession	Page 6
Why Health & Safety is a great career	Page 7
➤ What’s on offer?	
➤ Health and Safety Generalist Job Family	
Meet some Health & Safety Generalists	Page 10
Career Pathway Overview	Page 14
Qualifications and Professional Accreditation	Page 15
Skills and Capabilities	Page 16
FAQ’s	Page 19
Other Sources of Information	Page 23

Introduction

The Pathway has been developed through a partnership between the Health and Safety Association of Zealand (**HASANZ**), the Government Health and Safety Lead (**GHSL**), in conjunction with the Health and Safety Generalist Professional Associations, the New Zealand Institute of Safety Management (**NZISM**) and the New Zealand Safety Council (**NZSC**). Significant input has been provided by a large number of key stakeholders and individuals from across New Zealand's public and private sectors.

HASANZ monitor and update the Pathway in conjunction with key stakeholders

Health and Safety (**H&S**) professionals work to promote and protect the health, safety, and wellbeing of people at work using a mix of core technical competencies and interpersonal skills. Many people enter the H&S profession through other professions and as second careers.

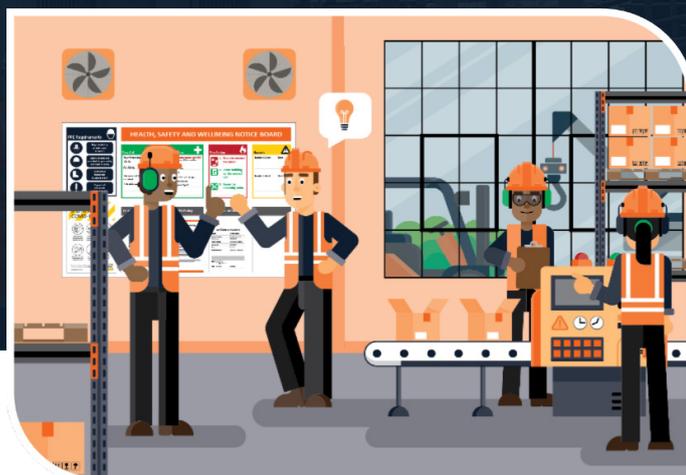
The H&S profession is multi-disciplinary, with many different professions working in the wider H&S field. This includes H&S Generalists and those in specialist fields of H&S such as Hazardous Substance Professionals, Occupational Hygienists, Human Factors/Ergonomists, and Occupational Health Nurses. A brief explanation of the various disciplines available are listed in Table 1 on page 5.

This guide will focus on the role, and career pathway of H&S Generalists.

The International Labour Organisation (ILO) defines Occupational Health and Safety (OHS) as “...the science of the anticipation, recognition, evaluation, and control of hazards arising in or from the workplace, and which could impair the health and well-being of workers...”.

It is well known that there are substantial human and economic costs to workers and their families, employers, and society that result from workplace illness and injury, and effective health and safety management can protect against harm to workers and businesses.

Who is this Guide intended for and how do you use it?



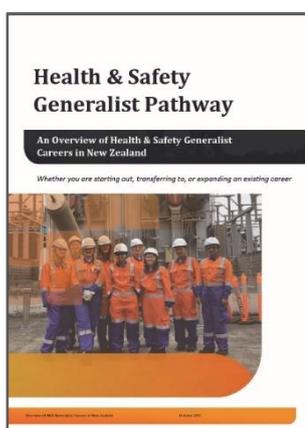
This guide is intended to help you if you are:

- interested in starting a career in H&S, or
- just getting started in H&S and want to know what lies ahead and how you can work towards making the most of your choices, or
- already working in a H&S role and looking to develop your career further.

This guide is part of the H&S Generalist Career Pathway suite of information and has been developed with the intent of:

- helping clarify what a H&S Generalist does (as compared to other H&S disciplines).
- helping individuals to understand some of the broad differences associated with various H&S Generalist roles which are currently advertised; and
- helping clarify the core skills and attributes needed for individuals to be successful in those various roles.

This guide does not replace the information provided by existing H&S professional bodies and is intended to complement information already widely available through these organisations.



We suggest you read through this guide alongside the Overview of Health & Safety Generalist Careers in New Zealand document.

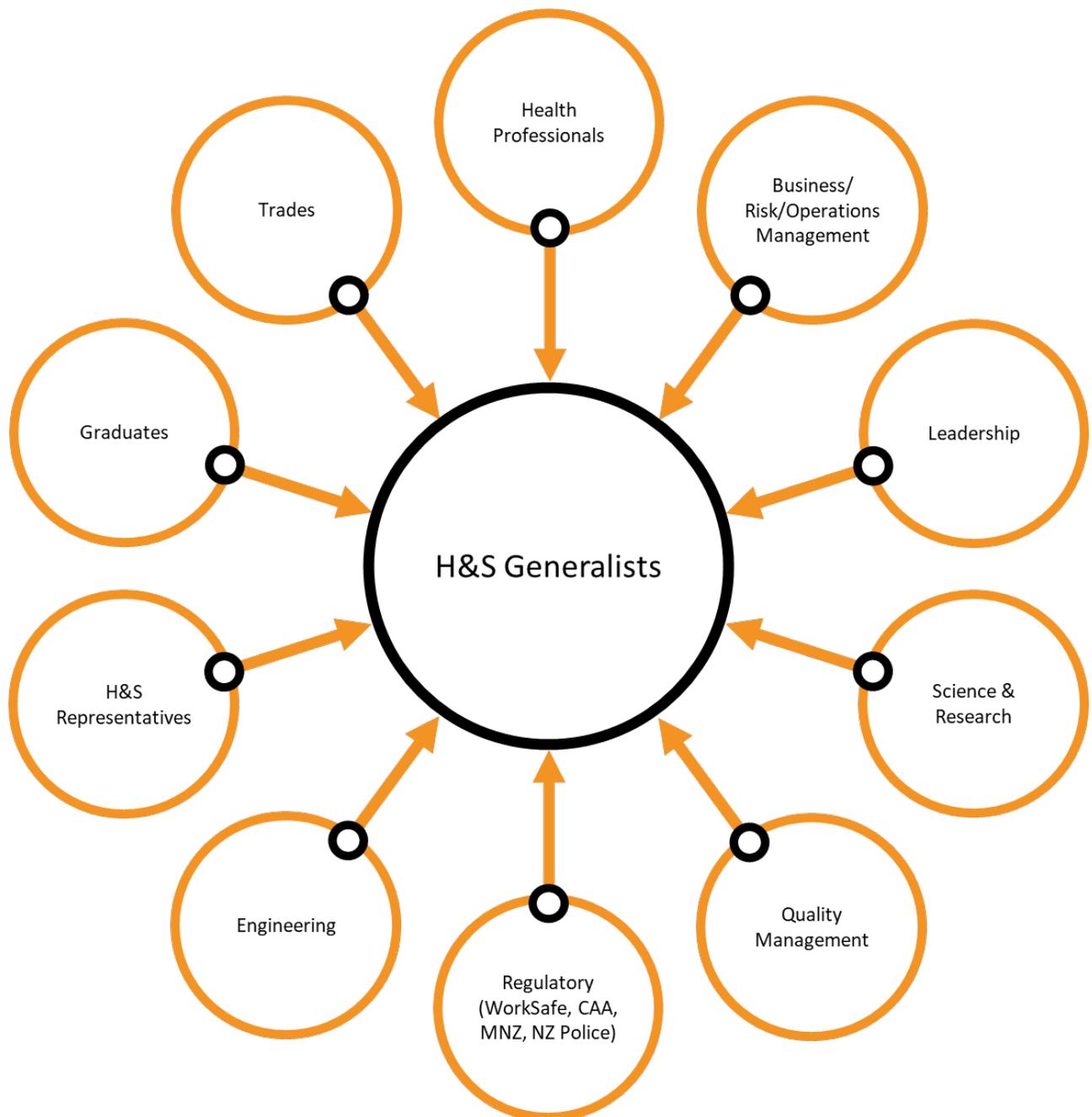
H&S Disciplines at a Glance

Discipline	What do they do?	Professional Bodies
H&S Generalists	Provide general health and safety advice, planning and risk management across a worksite or organisation.	New Zealand Institute of Safety Management (NZISM) https://www.nzism.org/ New Zealand Safety Council (NZSC) https://www.safetycouncil.nz/ Institution of Occupational Safety and Health (IOSH) https://iosh.com/
Hazardous Substance Professionals	Specialists in the management of safety risks from explosive, flammable, toxic or corrosive substances being manufactured, used, stored, or transported at work.	Hazardous Substances Professionals New Zealand (HSPNZ) https://hspnz.co.nz/
Occupational Hygienists	Specialists in identifying, evaluating, and controlling risks to worker health from physical, chemical, and biological hazards.	New Zealand Occupational Hygiene Society (NZOHS) https://nzohs.org.nz/
Occupational Health Nurses	Provide advice and services to help manage the relationship between work and health, including the effects of both work on health and health on work.	New Zealand Occupational Health Nurses Association (NZOHNA) https://www.nzohna.org.nz/
Human Factors Professionals/ Ergonomists (HFE)	Use knowledge of human performance across physical, cognitive, and organisational domains to provide analysis and advice for the design of work equipment, environments, processes, and work systems to support healthy and productive work.	Human Factors and Ergonomic Society of New Zealand (HFESNZ) https://www.hfesnz.org.nz/
Occupational Therapists	Occupational Therapy in the workplace considers the person in the context of their life roles, habits and routines to create a plan to optimise their function, and increase their work productivity, as recovery allows, in a safe and sustainable way.	Occupational Therapy New Zealand Whakaora Ngangahau Aotearoa (OTNZ-WNA) https://www.otnz.co.nz/
Occupational Health Physiotherapists	Work to prevent or treat injuries suffered at work and help affected people return to or stay at work.	Physiotherapy New Zealand (Occupational Health Group) https://pnz.org.nz/
Occupational and Environmental Medicine Specialists	Doctors who specialise in medicine related to the effects of work on health, and health on work.	The Australasian Faculty of Occupational and Environmental Medicine (AFOEM) of the Royal Australasian College of Physicians (RACP) https://www.racp.edu.au/about/college-structure/australasian-faculty-of-occupational-and-environmental-medicine
Organisational Psychologists	Experts in human behaviour in the workplace and the impact of human behaviour on organisational outcomes.	Institute of Organisational Psychologists https://organisationalpsychology.nz/
Asbestos Specialists	Professionals and practitioners providing services to the asbestos industry.	Faculty of Asbestos Management of Australia and New Zealand. https://famanz.org/

Table 1: HASANZ Understanding the professions within the Health and Safety sector <https://www.hasanz.org.nz/hasanz-register-for-businesses/>

Common routes into the H&S profession

The pipeline into the H&S profession is wide and varied, some of the most common routes are shown below. Many people come into the H&S profession from other careers and professions with previous qualifications and experience.



Why H&S is a Great Career

Everyone has a different reason for wanting to work in H&S, and more people are entering the profession directly from tertiary education or as a second career.

The H&S profession is a highly rewarding career which is focused on the welfare of people at work. The role provides advocacy for people at work using a combination of technical skills and supporting skills. The profession is based on professional ethics and integrity and provides diverse and exciting career opportunities across both public and private sectors in New Zealand. H&S roles hold mana in businesses and are often in positions of respect and influence.

Many of those working in the H&S profession *have a passion for working with people, enjoy variety and challenge, want to make a difference, and care about people.* Others have been introduced through a different role (e.g., H&S Representative), different technical careers (e.g., science and engineering), or through professional development in business, leadership, risk, and operations management.

Depending upon the sector you choose to work in, as part of your H&S role you could be out in work boots on a construction site or in a forest, or you could be working in a manufacturing site or corporate (office) environment.

The H&S profession has matured over a period of years with an acknowledgement of both the technical, supporting, and interpersonal skills needed to be effective. Businesses are becoming more aware of the benefits that employing a good H&S professional can bring to their organisation.

International research shows that effective H&S management drives innovation and increased business performance, increases worker engagement, and drives improved organisational culture. There has been a shift from a H&S professional being “compliance-focused” to one who is the trusted advisor, supporting the organisation to help keep people safe and healthy at work, and ultimately contributing towards a successful and productive business.



What's on offer?

Most people start out their H&S career as a H&S Generalist, as this enables them to use life skills already gained. Some may then choose to complete further formal qualifications to go into a more specialised field.

However, many people remain in a generalist role throughout their career as they enjoy the variety of the role (no two days are likely to be the same!), and the ability to support and influence change for the better.

Roles are available across the public and private sectors, as well as varying industry sectors. H&S Generalists often move across different sectors to gain more experience and help them decide where they feel best suited to.

Depending on your career aspirations or what gives you the most satisfaction, you may choose to stay “hands-on” in the role of a H&S Generalist, rather than progress up the promotion ladder to take on leadership or more strategic roles.

Whatever path you choose it is likely you will have an inspiring, interesting and rewarding career ahead of you.

Check out the **Overview of Health & Safety Generalist Careers in New Zealand** document that accompanies this guide to give you some ideas of what the H&S Generalists **job family** looks like and what **common skills** and attributes can help you succeed in each role type.

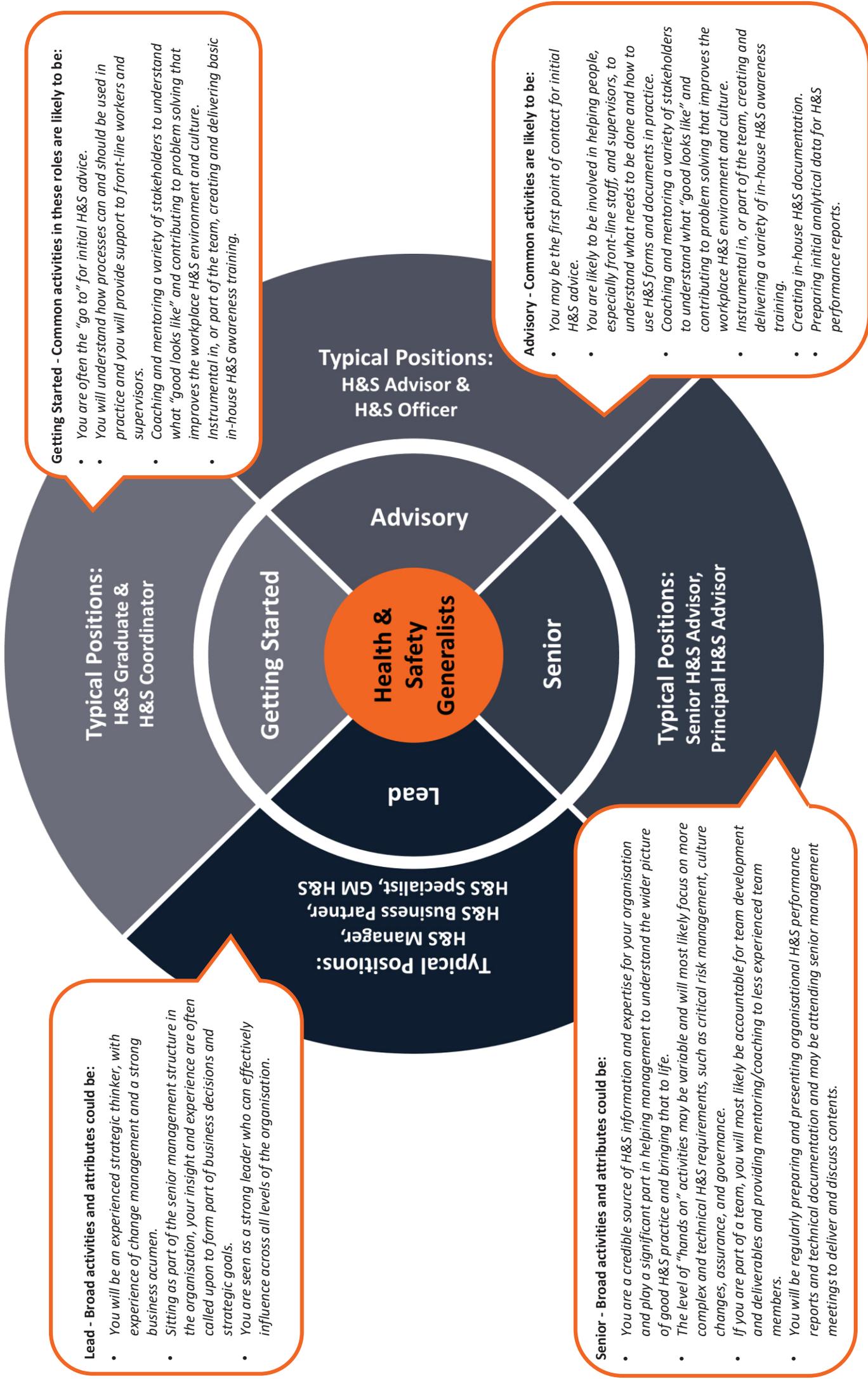
Use this information and combine it with the FAQs (on page 19) and what is available on the websites we have referred to.

If you can, find yourself a role model or H&S mentor to provide you with some further ideas. If you want more information on what a H&S mentor can provide for you, and how to go about organising a mentor, contact one of the New Zealand H&S professional bodies such as the:

New Zealand Institute of Safety Management (**NZISM**) <https://www.nzism.org/>

New Zealand Safety Council (**NZSC**) <https://www.safetycouncil.nz/>

H&S Generalists - Job Family



Meet some H&S Generalists

Within the H&S Generalist Pathway, there are four groups of jobs roles; Getting Started, Advisory, Lead and Senior. More information on these roles can be found in the **Overview of H&S Generalist Careers in New Zealand**, refer to Appendix 1: **H&S Generalist Job Family**.

Common skills and attributes exist in all four job roles. You can take a look at these in the **Overview of H&S Generalist Careers in New Zealand**, refer to Appendix 2: **Career Pathway Common Skills** to give you an idea of what common technical and supporting skills and attributes are generally needed for success in a particular role or position in an organisation.



Check out the stories to follow from Sudha, Peter, and Debbie to see how they entered the H&S profession, and how they have developed their skills across the H&S Generalist Career Pathway.

Sudha's story

Sudha was a 3rd year student at Massey University studying for their Bachelor of Health Science Degree when they applied for a government internship through the 2016/2017 Government Health and Safety Lead Summer Intern Programme.

Sudha completed the summer intern programme which they really enjoyed. The variety of health and safety work that the intern team was involved in was fascinating and Sudha's interest in making a career in health and safety was established.

In February 2017, after deciding to focus on health and safety as a career, Sudha went back to university to complete their Health Science Degree. Sudha found that after having had a 'real world' experience to apply their Health Science theoretical knowledge during the summer internship, they were able to approach their final year of study with a broader understanding of the contribution that they could make once in the workforce full time.

After graduating in December 2017 Sudha decided to apply for an entry level Health and Safety Coordinator role at a public sector agency. **Sudha wanted to be able to make a difference for their community and New Zealand.** Sudha was successful and loved the challenge of a new environment and collaborating with new people.

After working in the coordinator role for a year Sudha was given the opportunity to be seconded into an Emergency Response Team to help with the Whakaari/White Island tragedy in late 2019.

Sudha loved the reactive, responsive, and coordinated nature of this work. When a permanent role came up in early 2020 Sudha applied and was successfully appointed as a Health and Safety Advisor working at a central government agency responsible for emergency management.

Sudha has since become a member of a H&S professional association, which is where they found a mentor for health and safety career professional development support. Under the helpful eye of their mentor Sudha has enrolled to complete further study in Occupational Health and Safety.



Peter's story

Peter was working for three years as Team Leader in a Distribution & Logistics Centre in Palmerston North where he enjoyed the workplace culture, with a fantastic team. Peter has always had a sense of pride in the team that he leads, and **he always encouraged his team to speak up if they think something could be done better.**

Peter was elected as a H&S Representative for the Distribution & Logistics Centre; he joined an existing health and safety team of one other H&S Advisor and the H&S Manager.

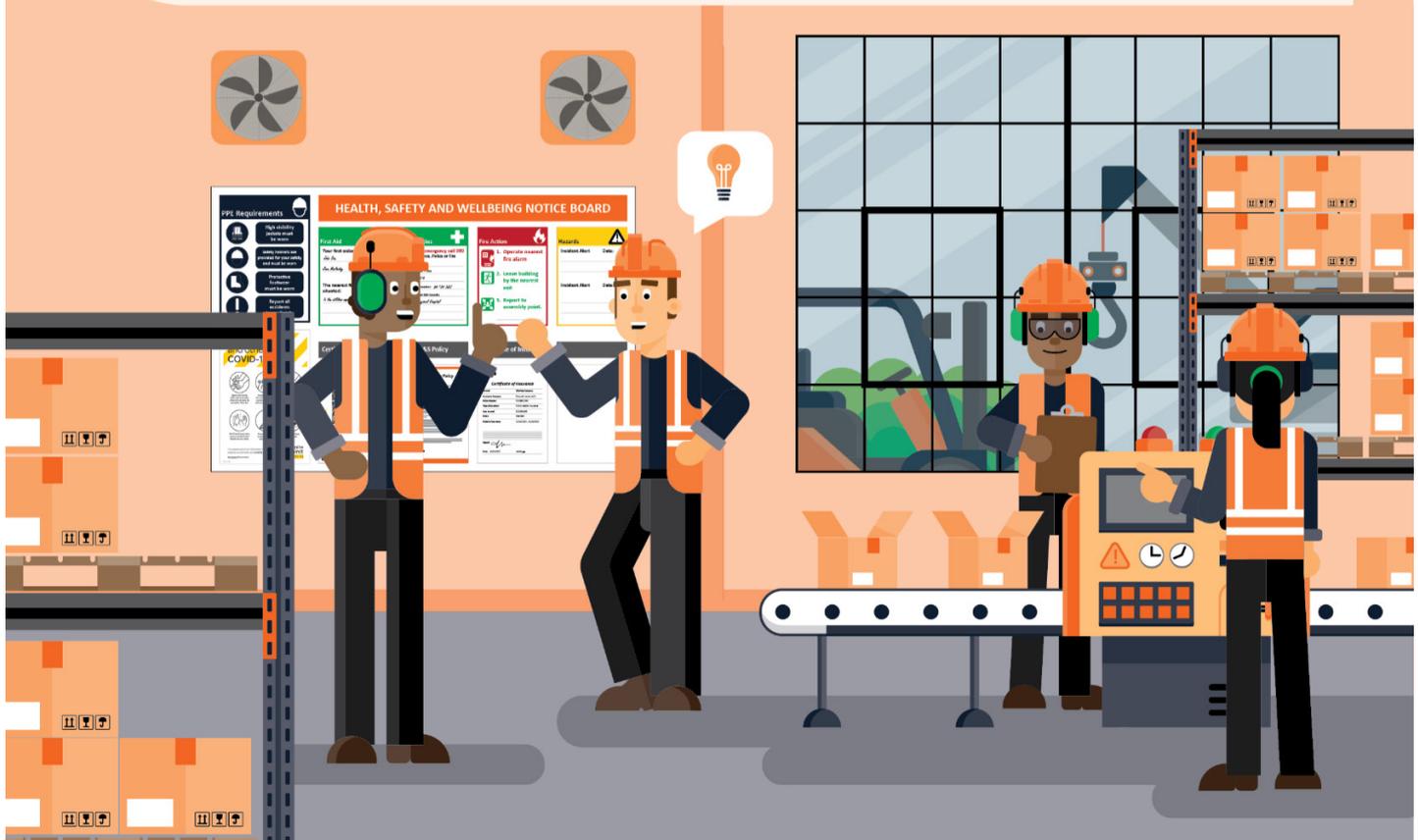
The role of H&S Representative felt very natural to Peter, and **he quickly realised that he was already operating, and leading his team, in a way that aligned with the organisation's health and safety vision and values.**

The involvement Peter has had as part of the H&S Team, the H&S Representative training he has received, and the interactions he has had across the wider organisation have been positive and rewarding experiences, so much so that Peter began thinking about H&S as a full-time career.

Fast forward three years and Peter has graduated with a Diploma in Health and Safety, which he completed part-time while still working in his Team Leader role. Peter is now about to start a new role as H&S Advisor for a manufacturing company.

Along with the technical H&S skills that he now holds, Peter will also make use of his existing communication, organisational, people engagement and people leadership skills from his previous role.

Peter joined a H&S Professional Association while studying and is now working towards the Association's Practitioner Accreditation.



Debbie's story

After college, Debbie went to university and graduated with a Diploma in Business Studies and a Bachelor of Business in Human Resource Management and Employment Relations.

The following eight years saw Debbie working in People and Capability branches across Government agencies. First, as a Communications Advisor for two years, which she didn't enjoy, so Debbie then took a year off to complete a Graduate Diploma in Health and Safety; as she felt **she was most engaged when she was working to find better outcomes for the people around her**.

Debbie re-entered the workforce and took a role as an HR Advisor, which she excelled at, and after another four years Debbie took a step up into a Senior HR Advisor role.

Debbie enjoyed the nature of HR work, particularly helping to develop workplace cultures. During her time as a Senior HR Advisor, Debbie developed HR training programmes, HR reporting systems and frameworks to support the demanding needs of the organisation. It was in this role that **Debbie found a lot of what she was doing had key elements of H&S unpinning the HR outcomes**.

It occurred to Debbie that her next role could be a step sideways, into a Senior H&S Advisor role.

Debbie did some research and found that to excel in H&S she would need to become a Registered H&S Professional with NZISM and/or NZSC and HASANZ.

With her Graduate Diploma in Health and Safety, and as a member of the Human Resources Institute of New Zealand (HRNZ) for the last four years, Debbie was able to use her Continued Professional Development (CPD) to demonstrate her existing knowledge and experience. This enabled her to gain professional grading with a H&S Professional Association, which Debbie would need to become registered with HASANZ.

Fast forward eight years, Debbie is now a General Manager of Health, Safety and Wellbeing for a large Government agency. Debbie is setting the direction for H&S in this agency and is leading a team of H&S professionals to create better health, safety and wellbeing outcomes for the agency and its people.



Career Pathway Overview

The Career Pathway for a H&S Generalist is not necessarily linear, and an individual could easily progress depending upon the size of the organisation and the industry sector they are working in.

The table below is intended to provide a snapshot of some core requirements, including prior experience, qualifications, and professional accreditation.

Take a look at the other documents that make up this suite of information, and the various websites, to help get a broader view of what is on offer.

	Getting Started	Advisory	Senior	Lead
Brief overview of role expectations	<ul style="list-style-type: none"> Often first point of contact for H&S information. May be custodian of H&S systems, such as documentation, reporting database etc. 	<ul style="list-style-type: none"> The “go to” for H&S advice on key matters. A “hands-on” practitioner, familiar with how processes can/should work in practice. 	<ul style="list-style-type: none"> Experienced H&S professional capable of working across whole of the organisation. Acts as lead and/or “in house” coach for less experienced H&S team members. 	<ul style="list-style-type: none"> The organisations expert on all H&S matters. Sets Strategic H&S direction and influences at Senior Management and Board level.
Ideal entry requirements	<ul style="list-style-type: none"> Prior H&S experience possibly gained as a H&S Co-ordinator, through formal study or with H&S responsibilities as part of prior roles. 	<ul style="list-style-type: none"> Prior practical experience in H&S or associated discipline (ideally 1-2 years). Holding or working towards formal H&S qualification. A proven track record of success. 	<ul style="list-style-type: none"> Generally, 2-5 years’ experience held previous H&S positions at advisory level, OR Senior roles in another discipline. Expected to hold or working towards completion of a tertiary H&S qualification that will support professional H&S accreditation. A proven track record of success. 	<ul style="list-style-type: none"> More than five years’ experience, including in prior senior positions (ideally from a H&S discipline), attained across a variety of organisations and industry sectors. Experience managing teams and working at Executive or Senior level. Expected to hold H&S Professional Accreditation and tertiary qualifications. A proven track record of success.
Is a H&S qualification and accreditation required?	<ul style="list-style-type: none"> Desirable but not essential. See the table in the next page for examples of qualifications and accreditations. 	<ul style="list-style-type: none"> Yes (noting that the more senior the position, the more essential a qualification and accreditation should be to the individual and organisation). <p>Refer to the relevant H&S professional body websites for more information: https://www.nzism.org/ https://www.safetycouncil.nz/</p>		

Even if you chose to work as a H&S Generalist, you can still progress to become a “specialist”, either by focusing on a specific H&S area such as critical risk management or wellbeing, or by gaining specific qualifications and experience.

Qualifications and Professional Accreditation

As with other professions, the importance of formal qualifications, applied experience and professional accreditation is required. It is desirable that those working as H&S Generalists should hold or be working towards attaining appropriate recognised H&S qualifications, and professional association accreditation.

The table below provides a brief overview of what this looks like in New Zealand, across the four areas of H&S Generalist roles: Getting Started, Advisory, Senior and Lead.

Job Family	Getting Started	Advisory	Senior	Lead
H&S Qualification	Working towards NZQA Level 4	NZQA Level 4	NZQA Level 6 Diploma	NZQA Level 7 - Degree or Higher
NZISM Accreditation	NZISM Affiliate	NZISM Practitioner NOTE: Requires Level 4 certificate in OHS	NZISM Professional and HASANZ Registered	NZISM Certified Professional and HASANZ Registered
NZSC Accreditation	NZSC Member	NZSC Registered Safety Professional (RSP) NOTE: Requires Level 6 Diploma	NZSC Registered Safety Professional (RSP) & HASANZ Registered	NZSC Registered Safety Professional (RSP) & HASANZ Registered

Further information on recognised qualifications and accreditation pathways aligned to the two New Zealand professional associations can be found at <https://www.nzism.org/> and <https://www.safetycouncil.nz/>.

Points of note:

- Industry sectors also set their own preferred technical and supporting skills and capabilities; this is common in both the public and private sectors.
- It is important for organisations (and those working in H&S) to recognise that a H&S Generalist may need to enlist the assistance of one of the other H&S disciplines so that expert advice and assistance can be provided.

Skills and Capabilities

Successful H&S Generalists will often hold a variety of attributes that include both technical H&S and supporting skills. Organisations and industry sectors (especially those of a highly hazardous or specialist nature) may require specific H&S competencies and skills.

Using the **Career Pathway Common Skills** (refer to Appendix 2 of the **Overview of H&S Generalist Careers in New Zealand** document), each professional body and their respective accreditation programmes, including other international accreditation bodies that are recognised in New Zealand, have been mapped to reference the skills and capabilities that each professional accreditation requires.



H&S Generalists Professional Accreditation - Technical Skills

Career Pathway		INSHPO	NZISM	NZSC
Technical Skills	H&S Legislation knowledge and its application in practice	Knowledge management	Law, regulation, and societal context	Determine the legal framework of OHS in the workplace Provide advice and make judgments on OHS compliance, legislation, and standards
	Risk management (methodology and application)	OHS Risk management processes	Hazard and risk Hazard and risk Control	Access sources of information and data to identify hazards and provide advice Control risk associated with hazards Monitor and review risk management processes, technical information, and current/future industry practice Identify hazards arising from the use of plant, equipment, and associated systems of work
	H&S Management systems development	Systems management	Safety management OHS Information management	Lead and support the development and application of systems, policies and procedures, and collection of workplace information, data, and records
	Implementation of H&S process and documented systems into practice	Communication, engagement, and influence	Risk assessment and decision making on risk	Management of OHS information and Data—application into practice
	H&S Performance analysis and Reporting	Measuring and evaluating performance	Monitoring, evaluating, and validating controls Statistics and qualitative analysis	Management of OHS information and data—analyse, identifying trends and mitigation plans. Communication of OHS information to stakeholders
Professional & Ethical Practice				

H&S Generalists Professional Accreditation – Supporting Skills

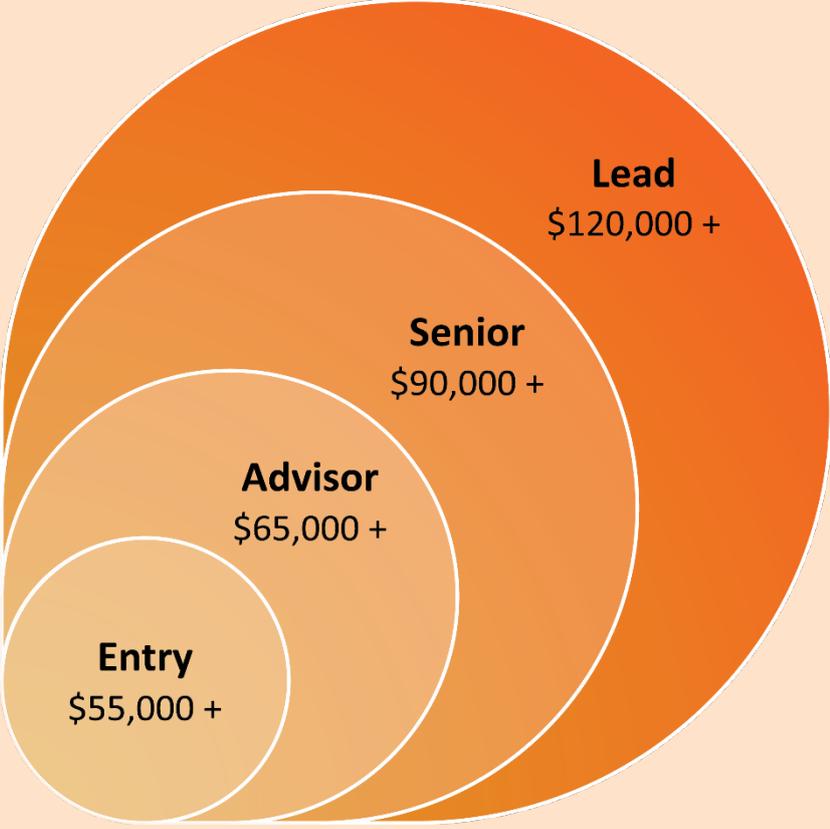
Supporting Skills	Career Pathway	INSHPO	NZISM	NZSC
	Communication and influencing (including through coaching and mentoring)	Communication, engagement, and influence	Communication and consultation Change management	Design and develop OHS participative arrangements and processes and facilitate coaching and mentoring
	Business acumen	Business and organisational	Organisation's business imperatives	Lead/support systematic and prioritised approach to managing OHS and provide guidance and advice to key stakeholders, influencing safety and business outcomes
	Training and facilitation	Communication, engagement, and influence	Professional role and functioning Safety and health management	Lead and facilitate training and skills development, ensuring worker competency in areas of OHS
	Assurance and verification	Measuring and evaluating performance	Safety and health management	Reviewing safety - lead, plan and implement organisation audit, review and monitoring activities
	Strategic planning (incl. preparation of annual work plans/targets and goals)	Strategic planning	Strategic and operational planning	Develop and implement organisational strategies and plans to improve safety practices and outcomes
	Project management	Communication, engagement, and influence	Project management	Identify and recommend controls for hazards associated with projects and continued safe use of plant and equipment throughout lifecycle
	Cultural awareness	Organisational culture and impact on OHS	Organisational culture	Culture - diversity and the changing face of the NZ workplace
	Problem-solving	Organisational culture and impact on OHS communication, engagement, and influence	Systems Individual psychology Social psychology	Facilitate and participate in the development of strategies to resolve issues related to OHS

Frequently Asked Questions

After reading this guide you may have some further questions. Read on for our FAQs.

Question	Answer / Guidance
What experience or skills do I need to have, or need to focus on achieving, to get into H&S?	<p>The experience, skills, and attributes will vary from role to role, from each organisation and across industry sectors.</p> <p>To give you a broad understanding of what may be needed for a particular role, check out Appendix 2 in the Overview of Health & Safety Generalist Careers in New Zealand document.</p>
Do I have to have a formal H&S qualification before I can get a H&S role?	<p>In many organisations, if you start in a coordinator or graduate role, a formal H&S qualification may not be necessary.</p> <p>Like many other professions, a formal qualification is required to progress your career. As you progress your H&S career, and take on more senior roles, having a formal qualification is essential for success.</p> <p>For more information on some of the recognised formal qualifications for success in a particular role, check out the Qualifications and Professional Accreditation section of this guide, as well as Appendix 2 of the Overview of Health & Safety Generalist Careers in New Zealand document. You will also find more information at https://www.nzism.org/ and https://www.safetycouncil.nz/</p>
I feel I already have a variety of skills and capabilities gained in other roles. What skills would be deemed transferrable?	<p>You are right, not all skills and capabilities need to be gained through a formal H&S qualification.</p> <p>Read back through the supporting skill tables on page 18 of this document for H&S Generalists and check out Appendix 2 of the Overview of Health & Safety Generalist Careers in New Zealand document for more info to help you understand what supporting skills may be advantageous.</p>
I'm confused about what formal H&S qualification I need or should be working towards so I can secure a particular H&S role.	<p>Many job descriptions will indicate what level of qualification the applicant should hold (or be working towards).</p> <p>Most organisations will also now recognise H&S qualifications from other countries as will New Zealand's H&S professional bodies.</p>

Question	Answer / Guidance
<p>Where do I find information to help me?</p>	<p>Check out the following websites for reciprocal qualifications, and what qualifications are available to study in New Zealand. https://www.nzism.org/; https://www.safetycouncil.nz/.</p>
<p>I've gained my H&S qualifications and experience overseas. How will employers know that I have the necessary technical skills to work in New Zealand?</p>	<p>H&S qualifications gained overseas from the UK, the USA, Europe, South Africa, and Australia are comparable to New Zealand H&S qualifications and many are recognised in New Zealand. Contact NZSC and NZISM for further information.</p> <p>Professional accreditation with international professional bodies such as IOSH are recognised in New Zealand. The IOSH Accreditation Pathway is recognised by the NZISM Accreditation Pathway, and a reciprocal agreement exists between NZISM and IOSH to support this.</p>
<p>There are so many different H&S job titles being advertised, how do I know which one I should apply for?</p>	<p>Don't get too hung up on the job title but make a point of asking for a job description as that will tell you what the organisation is looking for, what you can expect to do in the role, as well as any career pathway opportunities on offer.</p> <p>Check out the Overview of Health & Safety Generalist Careers in New Zealand document, as this contains some useful information and some typical roles within the H&S Generalist job family.</p>
<p>What are the career opportunities in H&S?</p>	<p>It's possible for a person to enter the profession as a H&S Generalist as a graduate and to stay in the profession until they retire.</p> <p>When working initially as a H&S Generalist you may choose to diversify, obtain other associated qualifications, and move into one of the other associated H&S professions such as Occupational Hygiene or Human Factors/Ergonomics.</p> <p>Some stay as a H&S Generalist but specialise in a specific area or areas(s), for example: governance and leadership, consultancy, auditing, or wellbeing.</p> <p>Those with the aspiration to lead H&S in an organisation, use or develop their influencing, leadership, business acumen and process improvement skills to move into management roles and lead highly effective H&S teams.</p> <p>There are so many options, you just need to make the first step and then take the Pathway that suits you best.</p> <p>Consider seeking out a mentor or contacting one of the H&S professional bodies for more information.</p>

Question	Answer / Guidance
<p>My organisation has suggested that I should think of moving into a H&S role, as they say I have many of the attributes they are looking for.</p> <p>What skills and qualifications should I have, or need, to take that next step?</p>	<p>As we have outlined above, the pipeline for people entering H&S is so variable. Many supporting skills are transferrable, and some can't be taught through qualification, but are gained through experience.</p> <p>Check out the information in the Overview of Health & Safety Generalist Careers in New Zealand document for more information, and the Qualification and Professional Accreditation table in this guide (refer to page 15).</p> <p>The further you aim on the H&S Generalist career pathway the higher the level of technical and supporting skills and formal qualifications you will need to be successful (refer to Appendix 2 of the Overview of Health & Safety Generalist Careers in New Zealand document).</p>
<p>I'm interested in a career in H&S, but I have no idea what my earning potential would be now, or in five years' time.</p>	<p>The H&S profession is currently in high demand in New Zealand. Salaries on offer start from \$55,000 for an entry role, from \$65,000 for an Advisor role, from \$90,000 for a Senior Advisor role, and can reach up to \$250,000 for experienced professionals in senior leadership and governance roles (as of November 2021).</p>  <p>The diagram consists of four concentric circles of increasing size and darker orange color, representing career progression. The innermost circle is labeled 'Entry' with '\$55,000+'. The next circle is labeled 'Advisor' with '\$65,000+'. The third circle is labeled 'Senior' with '\$90,000+'. The outermost circle is labeled 'Lead' with '\$120,000+'.</p>

Frequently Asked Questions Continued

You're already in H&S but want to progress to a more senior role.

Question	Answer / Guidance
<p>I am keen to take on a more senior H&S role.</p> <p>How do I know if I have the experience or qualifications to apply?</p>	<p>As a H&S Generalist it is recommended that you become a member of the H&S Generalist professional associations and use the career pathway information to help set your Continued Professional Development (CPD) Plan.</p> <p>If you are not doing this, it may be a good time to get in touch with one of the associations and start your CPD.</p> <p>Depending on where you are at on your career journey, you may need to clearly identify where your skills, knowledge, and qualifications currently sit, and then compare these against what the next role you are aiming for requires. Or you may need to compare the role requirements with what you have, or what you just might need to improve on to get there.</p> <p>Check out the Qualification and Professional Accreditation table on page 15 of this Guide, and the Career Pathway Common Skills in Appendix 2 of the Overview of Health & Safety Generalist Careers in New Zealand document for more information.</p> <p>NOTE: Experience and qualifications vary across industries and the private and public sectors, so make sure you check out the job description for any specific qualifications the organisation may be looking for.</p>
<p>I want to prepare a clear development plan that I can discuss with my manager about how I can step up and eventually gain a more senior role.</p> <p>Can this Pathway help me with this?</p>	<p>The information in this Pathway can certainly go some way to helping you.</p> <p>We suggest that you look through the Career Pathway Common Skills in Appendix 2 of the Overview of H&S Generalists Careers in New Zealand document and compare where you are on the register of common skills against the various roles.</p> <p>Use this to identify development opportunities and get these into your development plan.</p> <p>Mentoring is also recommended. If you haven't got one, you can find a mentor and get more information on mentoring schemes from one of the H&S Professional Associations: https://www.safetycouncil.nz/ https://www.nzism.org/</p>

Other Sources of Information

- Health and Safety Association of New Zealand (HASANZ):
<https://www.hasanz.org.nz/>
- HASANZ Register:
<https://register.hasanz.org.nz/search/>
- New Zealand Institute of Safety Management (NZISM):
<https://www.nzism.org/>
- NZISM Pathways to Professional Accreditation:
<https://indd.adobe.com/view/38c95334-fe74-4dbe-8170-77663e2454bb>
- New Zealand Safety Council (NZSC):
<https://www.safetycouncil.nz/>
- Government Health and Safety Lead (GHSL):
<https://www.healthandsafety.govt.nz/>
- The INSHPO Occupational Health and Safety Professional Capability Framework:
https://www.inshpo.org/storage/app/media/docs/INSHPO_2017_Capability_Framework_Final.pdf

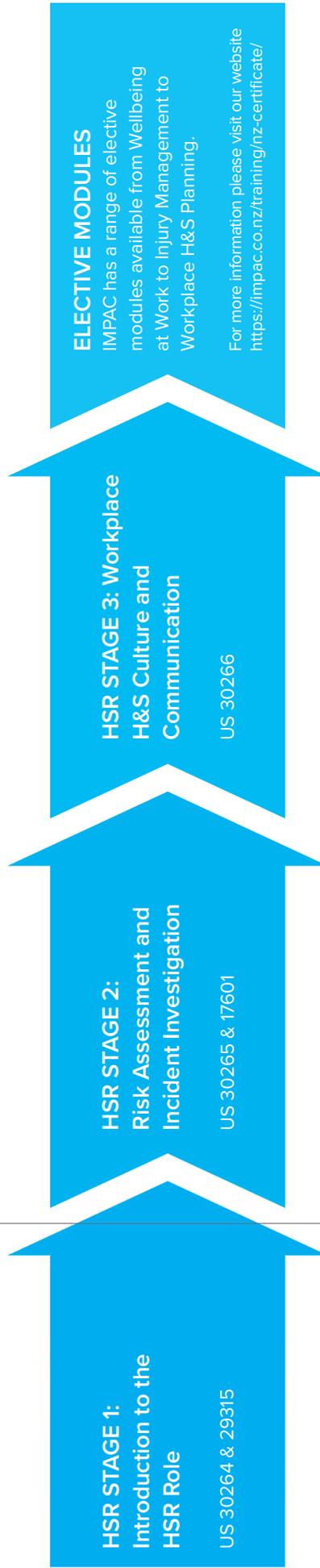
This pathway has been developed by the Health and Safety Association of New Zealand (HASANZ) in partnership with the Government Health and Safety Lead (GHSL), the New Zealand Institute of Safety Management (NZISM), the New Zealand Safety Council (NZSC), WorkSafe New Zealand and representatives from both public and private sectors.

For more information about the Health & Safety Generalist Career Pathway please contact the Health and Safety Association of New Zealand info@HASANZ.org.nz

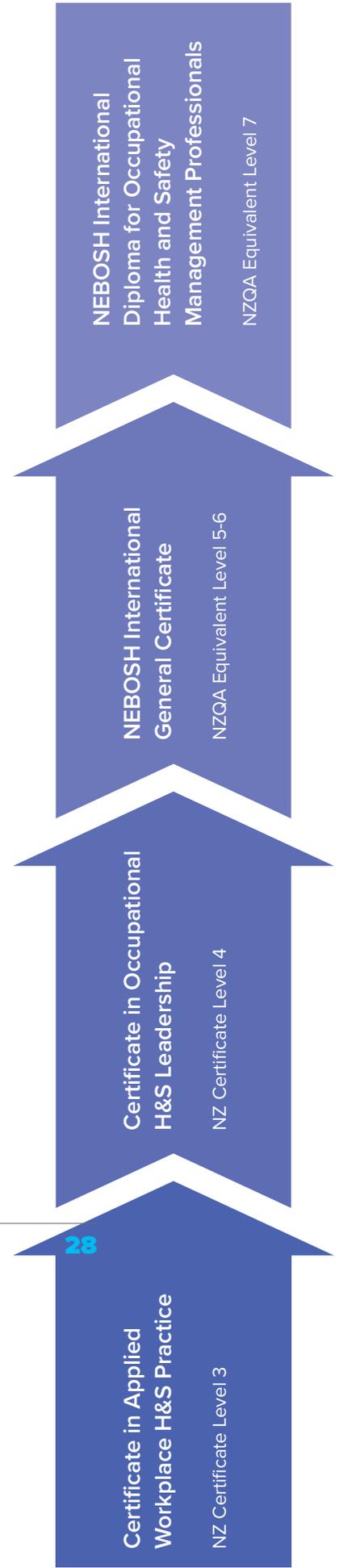
LEVEL 4 PROGRAMME



LEVEL 3 PROGRAMME



QUALIFICATIONS



CERTIFICATE IN APPLIED WORKPLACE H&S PRACTICES - LEVEL 3

This programme is designed to provide students with a foundation of health and safety skills and knowledge for application in their workplace.

HSR STAGE 1: Introduction to the HSR role

Unit Standard: 30264 & 29315

This course introduces students to the HSR role and helps students to understand the role and responsibilities as a representative and meet the minimum regulatory requirements for training.

HSR STAGE 2: Risk Assessment and Incident Investigation

Unit Standard: 30265 & 17601

This course has been designed for students to understand how to conduct a risk assessment and conduct a basic incident investigation.

HSR STAGE 3: Workplace Health and Safety Culture and Communication

Unit Standard: 30266

This course is designed for students to understand workplace health and safety culture and practices and how to communicate effectively about workplace health and safety.

NZQA Qualification

New Zealand Certificate in Workplace Health and Safety Practice - Level Three

Credits

Total: 44

Compulsory Credits: 21

Elective Modules: 23

Compulsory Modules

NZQA Unit standards 30264, 30265, 30266 and the Workplace Health and Safety Communication course.

Elective Modules

NZQA Unit standards 17585, 17586, 17588, 17590, 17591, 17592, 17594, 17596, 17599, 17600, 17601, 18408, 18411, 18426, 19522, 21337, 22316, 22318, 25042, 25043, 25510, 29315, 30433, 30596 and the Wellbeing at Work course.

Course Delivery Methods

Face to face, online and eLearning

Enrolment Duration

Students will have one year to complete programme.

ELECTIVES: (23 CREDITS REQUIRED)

Students need to select elective courses that will provide them knowledge of legislative requirements and workplace health and safety practices that are appropriate to their general workplace environment and role. The student's elective courses must have a combined assessed credit value of 23.

Students who complete IMPAC HSR Stage 1, 2 & 3 courses (from the 1st January 2021) will only need 15 additional elective credits. These credits can be gained by completing a course module from our extensive elective options or by having a previously achieved elective unit standard(s) recognised towards the programme.

COURSE NAME	UNIT STANDARD ASSESSED	LEVEL	CREDITS
Wellbeing at Work	N/A	3	4
HSR Stage 1: Introduction the HSR Role	29315	3	2
Workplace Health and Safety Incident Investigation <i>(Offered as part of HSR Stage 2: Risk Assessment and Incident Investigation)</i>	17601	4	6
Injury Management	18411	4	6
Workplace Health and Safety Planning	25042	3	4
Preventing and Managing DPI (Discomfort, Pain and Injury)	17591	3	8
Preventing Back Injuries	17592	3	4
Health and Safety Committees	30433	3	2
Job Safety Analysis	19522	3	3
Energy Isolation	25043	3	4
Asbestos Awareness	30596	3	2
Working in Thermal Extremes*	17585	3	4
Electrical Safety in the Workplace*	17586	3	4
Permit Receiver*	17588	3	4
Permit Issuer*	17590	3	6
Noise and Hearing Conservation*	17594	3	3
Safety Observer*	17596	3	8
Confined Space Entry*	18426	3	4
	17599	4	5
Working at Heights*	17600	3	3
Fire and Emergency Warden Duties*	18408	3	3
Sleep and Fatigue Management*	21337	3	2
Drug and Alcohol Management*	22316	3	4
Employers Responsibilities: Drug and Alcohol use in the Workplace*	22318	3	10
Atmospheric Testing*	25510	3	4

* Courses marked with an astrix are currently unavailable for training with IMPAC but can be recognised as prior learning.

The programme is approved by the New Zealand Qualifications Authority under section 439 of the Education and Training Act 2020, and Impac Services Limited is accredited to provide it under section 441 of the Education and Training Act

CERTIFICATE IN OCCUPATIONAL H&S LEADERSHIP - LEVEL 4

This programme is designed for industry, by industry

This programme is designed to provide students who have a health and safety function in their role with the skills, knowledge, and awareness to implement and monitor effective health and safety practice and culture at their workplace, as well as in their home and community settings.

H&S Leader: Leadership and Culture

Unit Standard Number: 30269

This course will equip emerging leaders with the knowledge and confidence to lead their teams in building and maintaining healthier and safer work and work team culture.

H&S Leader: Training and Competency

Unit Standard Number: 30271

Day one of this course will provide students with a solid foundation for developing and maintaining high professional standards, as well as discussing topical events and professional ethics. Students will gain knowledge in relevant legislation, applying professional ethics and practical skills in safety equipment maintenance.

On day two, the course will cover how it is critical for good health and safety risk management to have people with the right knowledge and skills performing key tasks. Students will learn how organisations need to apply effective training needs analysis, planning, implementation, and monitoring to achieve this.

NZQA Qualification:

New Zealand Certificate in Workplace Health and Safety Practice - Level Four

Credits: 62

Compulsory Modules

NZQA Unit standards 5616, 5619, 17595, 30267, 30268, 30269, 30270 and 30271

Course Delivery Methods

Face to face

Enrolment Duration

Students will have two years to complete programme.

The programme is approved by the New Zealand Qualifications Authority under section 439 of the Education and Training Act 2020, and Impac Services Limited is accredited to provide it under section 441 of the Education and Training Act.

H&S Leader: H&S Risk Management Systems

Unit Standard Number: 5616, 30267 & 30268

This course introduces students to core concepts of health and safety risk management, the components of a health and safety risk management system, and how a system can be planned, implemented, monitored, reviewed and continually improved..

H&S Leader: Working with multiple PCBUs

Unit Standard Number: 17595 & 30270

On day one, students will learn how managing contractors and their safe working practices is critical, as is the clear understanding of the duties and obligations as a PCBU. This course gives practical solutions to some potentially difficult and costly problems.

On day two, students will learn how to develop, implement, and review a site or project specific health and safety plan. Projects need plans to help the teams involved work together for successful outcomes.

H&S Leader: Auditing HSMS

Unit Standard Number: 5619

An internal health and safety auditor needs good knowledge of key New Zealand health and safety management standards. They must also be able to plan and conduct an audit, document and report results.

This intensive course covers the ISO 19011:2018 auditing guidelines, and covers how to develop an audit in accordance with ISO 45001 (the new internationally recommended health and safety standard), WorkSafe SafePlus, or your company's own health and safety management system.

Prerequisites

Students who enrol into this programme must meet at minimum one of the following criteria:

- Hold one or more of the below qualifications:
 - National Certificate in Occupational Health and Safety - Level 3
 - New Zealand Certificate in Workplace Health and Safety – Level 3
 - National Certificate in Occupational Health and Safety - Level 4;

or

- An equivalent professional qualification or academic achievement; or
- Significant industry based applied knowledge and experience

Student Entry Requirements

1. Students must be over the age of eighteen
2. Students need proficient understanding of the English language, literacy, and numeracy
3. Students must be able to apply their developing skills and knowledge in a workplace or community, preferably in a role that requires at least some health and safety risk assessment and communication.

+IMPAC

Less risk, safe people, better business

The logo consists of a white plus sign followed by the word "IMPAC" in a bold, white, sans-serif font, all contained within a bright blue rectangular box.

+IMPAC

A person wearing a yellow hard hat and a high-visibility yellow and orange safety vest is seen from behind, looking at a tablet. The background is a blurred industrial setting with blue metal structures.

FOR MORE INFORMATION OR GUIDANCE

Our team are here to help and can be contacted by phone, email, or mail or in person at our offices.

0800 246 722

training@impac.co.nz

www.impac.co.nz