Expression of Interest
Enhanced Disability Management (EDMP) Stewards

Position:	Facilities Bargaining Association Enhanced Disability Management Program (EDMP) Steward
Remuneration:	Wage replacement and expenses
Estimated start:	TBD
Length of appointment:	Up to 5 years from the start date

Enhanced Disability Management Program

The union recognizes that early intervention can contribute to successful long-term recovery and management of illness and injury. To this end, HEU, Health Authorities, Providence Health Care and Affiliate employers have negotiated an Enhanced Disability Management Program (EDMP) for the Facilities Bargaining Association.

The goal of EDMP is to ensure that members who are injured or ill can access supports that assist them in managing their injury or illness in a timely way and/or return to work with appropriate supports and accommodation.

HEU is recruiting members to act as EDMP stewards in the Facilities Bargaining Association (FBA). EDMP stewards will focus on advocating for HEU members and helping them navigate through the program to receive the greatest benefit from it.
We are looking for HEU EDMP stewards from the Facilities Bargaining Association who are currently working in a permanent position with a Health Authority, Providence Health Care, or an Affiliate employer (covered by the Health Services & Support Facilities Subsector Collective Agreement).

Role of the Steward

Under the guidance of the Facilities Bargaining Association (FBA) EDMP administrators, the primary responsibilities of the EDMP steward will be to represent and assist members

in the program by contacting members who have been enrolled in EDMP to provide additional information or assistance and ongoing follow-up, advocate on members' behalf with their employers' disability management representatives, and engage with members who have declined to participate in the program, offering information, guidance and support.

The EDMP steward will assist in promoting and identifying best practices under the program to help ensure members are able to return to work, and/or remain actively, at work.

The EDMP steward will work with the employers' disability management representatives to review and provide feedback on a case management plan for members who have been enrolled in EDMP.

The EDMP steward will refer labour relations matters to labour relations stewards and union representatives.

Skills Required

- Awareness of and commitment to disability management, return-to-work programs, human rights accommodations, and trauma informed practice.
- Preferably three (3) years' experience in an advocacy role, such as acting as a shop steward representing members, or as a union representative on a Joint Occupational Health & Safety (JOHS) Committee, or equivalent experience and/or training, as well as knowledge of HEU and the Facilities Bargaining Association collective agreement.
- Ability to maintain the confidentiality of sensitive personal information.
- Good communication skills, including oral, written, active listening, and empathetic responses.
- Good organizational skills and ability to succeed in a high-paced environment with a full work load.
- Good computer and keyboarding skills.
- Good interpersonal and problem-solving skills.

EDMP stewards work remotely from home and may be required to attend worksites, local membership meetings, the HEU Provincial Office and/or regional HEU offices, as well as other locations designated by HEU for purposes related to the fulfillment of the EDMP steward role.

The work schedule is 7.5 hours a day from 8:00 am to 4:00 pm, Monday to Friday, with weekends and statutory holidays off. Training and orientation will be provided to new EDMP stewards.

FBA EDMP stewards will have access to very sensitive and confidential personal information and must strictly protect this information due to privacy laws and for members to participate in EDMP fully and with confidence.

Expressions of Interest

FBA EDMP stewards will be selected at a provincial level. To be considered, you must submit an application form, cover letter, and resume. All documents must be typed.

1. Application form: Please use the fillable form provided and ensure that it is signed by you and your local Chair or Secretary-Treasurer. Signatures can be hand-written.

2. Cover letter: Please explain why you are interested in becoming an EDMP steward and why you believe you would make a good EDMP Steward.

3. Resume: Please outline your qualifications, skills, and experience:

    - Be sure to include any education, training or experience you may have related to disability management and return to work, privacy and confidentiality, occupational health and safety (OH&S), workers compensation (WSBC) regulations, human rights, collective agreement rights and benefits, and anything else you feel is relevant to this opportunity.
    - Also include your experience as an advocate/steward/JOHS representative and any union courses, workshops or events you have attended.

Due to the full-time nature of the EDMP role, including the heavy workload and responsibility, all EDMP stewards are strongly encouraged to prioritize their duties as an EDMP steward over other competing demands, including other full-time voluntary positions.

The FBA EDMP is committed to fostering a work environment that is free from discrimination. HEU values diversity, equity, inclusion, and accessibility, and is representative of the communities and membership that we serve.