

Position: Enhanced Disability Management Program Steward

Remuneration: Wage replacement and expenses

Estimated start: March, 2019

Length of appointment: 24-month term with the possibility of extension

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 subsector.

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. Those stewards will focus on advocating for HEU members and helping them navigate through the program and receive the greatest benefit from it.

We are looking for HEU EDMP stewards who hold a regular position in the work place, and are covered by the **Health Services & Support Facilities Subsector Collective Agreement**, and work for a Health Authority, Providence Health Care, or a Facilities Affiliate employer.

Role of the Steward

Under the guidance of the EDMP Representative, the primary responsibilities of the EDMP steward will be to represent and assist members in the program by contacting participating members to provide additional information or assistance and do ongoing follow-up, resolve disputes through the EDMP dispute resolution process, and talk to members who have declined to participate in the program, offering information and guidance.

The EDMP steward will also assist in promoting and identifying best practices under the program so that we can continue to improve members' ability to return to – and remain actively at – work.

The EDMP steward will work with the employer's designated EDMP Advisors to review and provide feedback on the case management plan for participating members.

The EDMP steward will assist members, where necessary, with benefit applications (such as LTD, CPP Disability, Medical EI, WorkSafeBC claims).

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The EDMP steward will refer labour relations matters to labour relations stewards and union representatives. The EDMP steward must be able and willing to travel within their assigned area, hold a valid driver's license and have access to a vehicle.

Skills Required

- Demonstrated commitment to, and awareness of, disability management and return-to-work programs.
- A minimum of three (3) years, experience in an advocacy role and knowledge of HEU.
- Ability to maintain the confidentiality of sensitive personal information.
- Good communication skills, both oral and written.
- Good organizational and computer skills.
- Good interpersonal and problem-solving skills.

The office location and the employer work sites in the assignment will be determined in consultation with each successful EDMP steward within each health authority and Providence Health Care. The work schedule is Monday to Friday, 9 am to 5 pm, (stats and Saturday, Sunday off). Orientation will be provided to new EDMP stewards.

Expressions of Interest

EDMP stewards will be selected at a provincial level.

If you are interested in being an EDMP steward, we are looking for you to identify any education, training or experience in health care that shows you have knowledge of, or are willing to learn about, issues like disability management and return to work, privacy and confidentiality, collective agreement rights and benefits, and anything else you feel is important for us to know about. Experience as an advocate for members and knowledge about the union, and experience with OH&S, GRTW and DTA are considered an asset.

EDMP stewards will have access to very sensitive personal information. In order for members to participate in EDMP fully and with confidence, and given that the EDMP steward must dedicate themselves fully to the program, a successful applicant for an EDMP steward position is subject to the following policy:

- Due to the full-time nature of the role, EDMP stewards are advised not to take on a full-time role on their local executive. They may take on a less-demanding role;
- An EDMP steward may not act as a labour relations steward during their term;
- If an EDMP steward is elected to a position on the Provincial Executive or the bargaining committee, they will resign their position as steward;
- EDMP stewards are full members of HEU and can participate in all union functions, meetings and events, including labour councils.



EXPRESSION OF INTEREST

Enhance Disability Management Program (EDMP)

NAME: _____

DEADLINE: Wednesday, January 30, 2019 at 5:00 pm.

Please fill out the attached form and send **with your RESUME** by fax, email, or mail to HEU Provincial Office:

FAX: (604) 739-1510

EMAIL: heu@heu.org

Attention: Dianne Daniel

Mail: HEU Provincial Office
5000 North Fraser Way
Burnaby, BC V5J 5M3

Attention: Dianne Daniel

Date sent: _____ **# of pages:** _____

EXPRESSION OF INTEREST

ENHANCED DISABILITY MANAGEMENT PROGRAM (EDMP)

January 2019

PLEASE PRINT IN DARK INK

I identify my gender as: _____

Last Name: _____ First Name: _____

Have you recently moved? Yes No If yes, when? _____

Address: _____ Apt/Suite: _____

City: _____ Postal Code: _____

Mailing Address (if different): _____

Home Phone: _____ Cell: _____

Work Phone (include ext#): _____ Extension: _____

Personal Email: _____

Job Title: _____ Dept: _____

Health Authority: Fraser Interior Island
 Northern Providence
 Provincial Health Services (PHSA) Vancouver Coastal
 Affiliate Employer

Work Site: _____

HEU Local: _____

What union position (if any) do you hold at your local? _____

Are you a shop steward at your local? Yes No If yes, for how long? _____

Employment Status: Full-time Part-time Casual

Region: Fraser Interior Northern
 Vancouver Coastal Vancouver Island

Are you a member of an equity seeking group or youth?

LGBTQ2S Indigenous (First Nations) People with disAbilities
 Person of Colour (Ethnic Diversity) Women Youth (33 years or younger)

Expression of Interest

Enhanced Disability Management Program (EDMP) – January 2019

This form must be signed by your Local Chairperson or Secretary-Treasurer.

HEU Member Name: _____

HEU Local: _____

This is to confirm applicant is a member in good standing.

Local Chairperson/Secretary-Treasurer (please print)

Signature

Date