



Health & Safety Coordinator

Fulltime - Lüderitz, Namibia

Starting date – 1 March 2024

Application deadline – 14 February 2024

ABOUT KELP BLUE

At Kelp Blue, we're developing long-term solutions to help restore marine ecosystems, lock away CO₂, create sustainable products and have a positive impact on communities. We plant giant kelp forests around the globe and, just like our seaweed, we're growing quickly.

Kelp Blue is not a 'business as usual' company. We're here to make a difference. We're a lean team and we all roll up our sleeves to get the job done, whatever it may be. We look for collaborative team players, people who are results-driven and have a bias for action. And because some of the things we're trying to do have never been done before, we're looking for people who have a healthy dose of common sense, who are problem solvers by nature, and are great at lateral thinking.

We measure our success by having impact, and we put 4 'Returns' at the heart of what we do. These are:

- **Inspiration**; we inspire people to be better and we pioneer change on an epic scale
- **Nature**; we improve planetary health and create marine ecosystems that increase and support biodiversity
- **Social**; we work to ensure we have an outsized positive social impact wherever we operate
- **Finance**; we drive world-class shareholder returns to scale our business and impact

ABOUT THE ROLE

As a Health and Safety Coordinator, you will play a critical role in maintaining a secure and compliant work environment. Your focus is on the coordination, practical application and implementation of Health and Safety programs, ensuring employee well-being and incident prevention. Collaborating across departments, you will be instrumental in nurturing a culture of safety and regulatory adherence.

RESPONSIBILITIES

- **Intervention Culture:**
 - Implement and enforce the STOP Observation Card system.
 - Collate, record, action and follow up the action lists that stem from STOP cards and other sources.
- **Program Governance and Assessment:**
 - Design, implement, coordinate, and assess health and safety programs, policies, and procedures.
 - Stay abreast of industry best practices and regulatory requirements to ensure compliance.
- **Training and Education:**
 - Conduct training sessions on safety protocols and emergency procedures.
 - Provide ongoing education to employees regarding health and safety practices.
 - Ensure Health and Safety training and certification of staff is up to date, and booked in advance.

- Risk Assessments:
 - Identify potential hazards in the workplace through regular risk assessments.
 - Develop strategies to mitigate and manage identified risks.
- Incident Investigation:
 - Lead investigations into workplace incidents, accidents, or near misses.
 - Analyse root causes and recommend corrective actions to prevent future occurrences.
- Regulatory Compliance:
 - Stay informed about health and safety regulations and ensure compliance.
 - Interface with regulatory agencies as necessary.
- Emergency Response Planning:
 - Develop and implement emergency response plans and procedures.
 - Coordinate drills to evaluate the effectiveness of emergency response measures.
- Safety Inspections:
 - Conduct routine safety inspections of the workplace to identify and address potential hazards.
 - Schedule site inspections / physical condition monitoring inspections for all Kelp Blue’s staff and ensure they are done, collated, analyzed and actioned, to the highest standard possible.
 - Collaborate with relevant stakeholders to implement corrective actions.
 - Coordinate external reviews, inspections, and audits.
- Communication:
 - Recording, analyze, and report on all manners of Health & Safety metrics.
 - Effectively communicate health and safety policies to all employees.
 - Act as a liaison between management and employees regarding safety concerns.

SKILLS & QUALIFICATIONS

- Degree in Occupational Health and Safety, or a related field.
- Relevant certification (e.g., Certified Safety Professional) is a plus.
- Proven experience in health and safety coordination, preferably in a similar industry.
- Strong knowledge of occupational health and safety regulations and best practices.
- Excellent communication and interpersonal skills.
- Analytical mindset with the ability to assess risks and implement effective solutions.
- Detail-oriented and committed to maintaining high safety standards.
- Ability to work collaboratively with cross-functional teams.

ATTRIBUTES

Working at Kelp Blue is about much more than being good at your job. It’s about having the right mindset, being comfortable with the uncomfortable, and always pushing to be the best. So, in addition to the skills we outline above, we want candidates who can demonstrate:

- A “can do, will do” approach
- Flexible and lateral thinking/problem solving
- Personal responsibility and self-reliance
- Grit and determination, a willingness to learn from mistakes
- Champion the well-being of our planet through conscientious actions and doing what's right.

WANT TO APPLY?

Please send an email and CV to newkelpies@kelp.blue with “**Health & Safety Coordinator**” in the subject line by **14/02/2024**. Please use the email to tell us about how you fit the Kelp Blue profile, what you can bring to our mission, and why you are the perfect candidate.