



Board of Trade
34 Harvey Road
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Job Posting

EMPLOYER ADVISOR

The Board of Trade is seeking an experienced and strategic Employer Advisor to provide expert consultation and representation on matters related to WorkplaceNL, occupational health and safety, and claims and appeals management. This high-impact role supports employers in navigating complex regulatory obligations, optimizing return-to-work outcomes, and managing workers' compensation claims on behalf of employers.

Key Responsibilities:

- Serve as a trusted advisor to employers on the Workplace Health, Safety and Compensation Act and the Occupational Health and Safety Act, providing clear, practical guidance on regulatory compliance and best practices.
- Manage Early and Safe Return-to-Work (ESRTW) initiatives on behalf of employers, including functional job demands analysis, modified work planning, analysis of physicians reports and communication with WorkplaceNL.
- Oversee and advance claims management strategies, advocating for employer interests throughout the life cycle of a claim.
- Prepare detailed submissions and represent employers during WorkplaceNL internal reviews and before the Workplace Health, Safety and Compensation Review Division (WCIRB).
- Conduct legislative research, jurisdictional benchmarking, and policy analysis to inform strategic positions and briefing documents.



- Advise on complex workplace issues involving accommodation, disciplinary action, termination, and compliance with employment standards and human rights legislation.
- Develop and deliver training and informational sessions on WorkplaceNL procedures, employer responsibilities, and injury prevention strategies.

Qualifications & Experience:

- A university degree in Business, Political Science, Kinesiology, Occupational Therapy, or a related discipline focusing on biomechanics.
- Knowledge of workers' compensation systems, WorkplaceNL legislation, and occupational health and safety frameworks considered an asset.
- Exceptional written and verbal communication skills, with experience in policy writing, advocacy, and professional representation.
- Strong analytical capabilities and sound judgment in interpreting legislation and managing complex files.
- Proven ability to work independently while building effective relationships with employers, regulators, and other stakeholders.

Compensation and benefits:

- Competitive compensation structure
- Comprehensive health benefits from Chamber of Commerce Group Insurance Plan (Medical, Vision, Dental)
- Group RRSP
- 3-weeks vacation



To apply:

Please send your résumé and cover letter in a single file, PDF format, by June 24th at 5:00 p.m. to jobs@bot.nf.ca

Any questions should be sent to

Michael Young

Director, Employer Strategy & Programs

myoung@bot.nf.ca

The Board of Trade encourages applications from all qualified individuals, including women, persons with disabilities, visible minorities, Indigenous Peoples, and individuals of any gender identity or sexual orientation. The Board of Trade is dedicated to fostering a positive, supportive, and inclusive environment. If you are contacted for an interview and require accommodations or alternative accessibility arrangements, please contact us to ensure your needs are met.

We thank all applicants for their interest. However, only those candidates selected for interviews will be contacted.