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# Example of Safety Program Manager Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of safety program manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for safety program manager

* Coordinates Job Hazard Analysis, Personal Protective Equipment Assessments, hearing and physical exams for employees as required by OSHA or other regulatory authorities
* Apply the science of safety and human factors as care practices and processes are implemented
* Support reduction of medical errors and other factors that contribute to unintended adverse patient outcomes
* Recommend improvement strategies regarding issues identified and provide assistance for action plan implementation
* Provide leadership to facility-based SafetyFirst culture transformation efforts
* Provide leadership to facility-based safety huddles across the system and facilitate communication and knowledge transfer regarding patient and employee safety issues
* Establish an effective internal communication plan to promptly notify key administrative and leadership stakeholders when an event is identified
* Monitor, report and improve patient and employee safety performance
* Partner with Brown Cancer Center leadership in conjunction with facility Risk Management and Quality to conduct investigations for reports that require interdepartmental and/or in depth investigations
* Display knowledge and comply with National Patient Safety Goals, Patient Safety Systems Standard and other regulatory guidelines

## Qualifications for safety program manager

* Experience with performance improvement methods, including statistical concepts and applications
* Working knowledge of Electronic Health Records
* BA or BS degree in Nursing, Healthcare Administration, or in a related field
* A minimum of a Bachelor of Science degree in Mechanical or Electrical Engineering from an ABET accredited university
* A minimum of 8 years cross functional experience in Engineering / Vehicle Safety
* Critical thinker and collaborative doer