

JOB POSTING

Job Title: Enhanced Disability Management Program (EDMP) Representative
Bargaining Unit: British Columbia Nurses' Union
Starting: As soon as possible
Posting Period: June 23 to July 2, 2025

The Enhanced Disability Management Program (EDMP) is designed to facilitate an employee-centered, pro-active, appropriate, and customized Disability Management Program for employees with occupational and non-occupational illness/injury.

As a workplace-based program, successful delivery of the EDMP requires designated Union Representatives who will play an active role in ensuring members realize the greatest benefit from this program.

BCNU is currently recruiting for one EDMP Representative position.

Position Overview

Under the direction of designated BCNU staff, the BCNU EDMP Representative works as part of the BCNU team and the Regional EDMP Working Group and is responsible for promoting and coordinating best practices with respect to disability management and rehabilitation. This includes representing and assisting BCNU members with issues regarding early intervention, long-term disability, and return-to-work in accordance with the principles and policies associated with the EDMP, resolving disputes related to EDMP, reviewing, and analyzing EDMP data at a regional level, and following up on concerns. The BCNU EDMP Representative also promotes and educates members about the EDMP and positively represents the values and principles of BCNU.

The home location and specific schedule of work will be determined in consultation with the successful candidate. A comprehensive orientation will be provided.

Key Responsibilities

Under the direction of designated BCNU staff:

- Promotes and educates members about the EDMP.
- Answers inquiries from and provides support to members engaged in or referred to the EDMP.
- Receives, reviews, and analyzes triage, case management, and status reports. Follows up with members who have concerns about EDMP or who have declined to participate. Compiles data on number of cases handled, outcomes, and trends.

- Attends meetings to discuss new referrals and status of open and recently closed EDMP files. These meetings will occur at least every 30 calendar days, as well as at 60/90 days and 17 months, where applicable.
- Develops and implements straightforward and complex case management plans according to the EDMP in conjunction with and under the direction of designated BCNU staff. Refers labour relations matters and other issues where necessary.
- Assists with troubleshooting on medical or rehabilitation issues.
- Reviews all return-to-work plans for accuracy and appropriateness.
- Attends EDMP meetings with members at multiple worksites throughout the region.
- Ensures appropriate referrals are made and information provided to members with respect to additional services and programs such as long-term disability, WorkSafeBC claims, Canada Pension Plan disability benefits, etc.
- Ensures program documentation is complete. Maintains and updates case files related to work assignments.
- Develops and implements a work plan in conjunction with designated BCNU staff to ensure that EDMP goals are met at the regional level.
- Identifies particularly sensitive, complex, or difficult matters, and matters requiring labour relations involvement, and alerts designated BCNU staff in a timely manner. Seeks direction, assistance, and intervention when necessary.
- Maintains confidentiality of all member information.

Hours of Work and Remuneration

EDMP representatives will have the same hours of work and receive the same remuneration as the positions under Appendix W.

These positions are intended to be full-time and to operate on a regular schedule from Monday to Friday, 37.5 hours per week. Daily hours of work will depend on individual workload, which may vary.

Qualifications

The successful applicant must:

1. Be a BCNU member and be employed within a health authority or Providence Health Care.
2. Have college or university education in a nursing program or relevant allied health discipline, or an equivalent combination of education, training, and related experience. Disability Management Certification and case management experience are assets.
3. Be knowledgeable in best practices with respect to disability management and rehabilitation.
4. Possess working knowledge of the Provincial Collective Agreement (PCA) and legislative provisions relevant to disability management.

5. Possess excellent verbal and written communication skills, including ability to prepare detailed reports, briefing notes, and correspondence.
6. Demonstrate excellent interpersonal skills, sensitivity, and effectiveness in dealing with ill or injured members.
7. Demonstrate ability to collaborate and build relationships and trust.
8. Demonstrate problem solving skills and ability to identify needs and options and recommend solutions.
9. Demonstrate excellent organizational skills and ability to prioritize, including proficiency in MS Office.
10. Be able to travel as required. Have a valid driver's license and access to a vehicle.

Other

Please review the relevant policy, which contains the full particulars of the position.

Note: Policy 5.6.9 apply to this position.

How to Apply

Please submit your resume and a letter of interest including your region and current union activities. We thank all applicants for their interest. Only those shortlisted for the position will be considered.

Applicants who have submitted applications in the past twelve months may re-submit an application if skills and qualifications have changed.

Complete the application form by **July 2, 2025**

https://bcnursesunion.formstack.com/forms/edmp_application_form