



About Pacific Blue Cross

Pacific Blue Cross (PBC) has been British Columbia's leading benefits provider for over 80 years. We are an independent, not-for-profit society with strong roots in BC's health care system. We provide health, dental, life, disability, and travel coverage to 1 in 3 British Columbians through employee group plans and individual plans.

We are fueled by a commitment to keep health care sustainable for all British Columbians. Through our PBC Health Foundation, we fund projects that improve health outcomes directly related to mental health and wellbeing as well as the prevention and/or management of chronic disease. We are interested in finding people who want to make a difference and who are looking to grow their career with us.

We offer an attractive compensation and benefits package. Our workplace culture values health and wellness, diversity and equality, continuing education, environmental sustainability and giving back to the community.

Perks

- Flexible working hours of 7.5 hours per day, Monday to Friday (i.e., 37.5 hours per week).
- Paid vacation starts at 4 weeks per year, and increases with years of service.
- Hybrid work environment (i.e., a combination of work from office and work from home days).
- Generous benefits, including extended health, dental, and life insurance; depending on the plan that you choose, these benefit premiums can be 100% paid by PBC.
- PBC contributes the equivalent of 8% of your base salary to a Defined Contribution pension plan. No employee contribution or matching is required, giving you more take-home pay.
- Onsite gym, cafeteria, and access to virtual doctors/counsellors 24/7 via our Employee Family Assistance Program!

About the Position

- We are searching for a permanent **Ability Management Advisor** to join our Human Resources team.
- PBC's compensation program is built on a pay-for-performance philosophy, rewarding both individual and organizational achievements. The typical hiring range for this position is \$69,000 - \$85,000 per year, with the starting salary determined based on a combination of skills, education, experience, and internal equity. As part of our total rewards package, you'll be eligible for our annual bonus program.

If you are looking to take on a key role in disability management working to proactively improve PBC's employee wellness and focusing on prevention and support, we want to hear from you! This is a unique opportunity where you can work with stakeholders to ensure understanding of the leave process, working on leave management projects, and provide ability management recommendations for labour relations.

We offer an attractive compensation and benefits package. Our workplace culture values health and wellness, diversity and equality, continuing education, environmental sustainability and giving back to the community.

This role is currently working a combination hybrid schedule from home and from our head office in Burnaby, BC. Apply this week if you would like to take on this role.

Key Ways This Position Makes An Impact

As the Ability Management Advisor, you will lead PBC's leave management cycle and provide reports through data analysis and data management on costs, trends, patterns, and financial impacts.

You will manage the Disability Provider service level agreements and lead the process of changing Disability Provider, if required.

In this role, you will provide advice and manage the disability management process for employees including topics such as policy and procedure, entitlement, acceptance/denial of disability claims, and disability management practices.

This position collaborates with third party insurance carriers to provide support and ensure employees safe and early return to work.

As Advisor, you would provide day-to-day administration of Benefit plans for PBC including Sick leave, Short-Term Disability, Long-Term Disability, and WorkSafeBC plans.

In this role you would assume the lead on designated disability management projects and initiatives that focus on proactive prevention and disability cost reduction.

You will track leave dates for reporting purposes, prepare reports, and prepare trends claims tracking to help improve processes.

This role will lead the Health and Wellness Committee in developing strategies to improve overall health and wellness of employees.

Key Experiences You Bring To This Role

- Bachelor's Degree in Human Resources, Business Administration, or Disability Management.
- Specialized knowledge and experience in leave and abilities management.
- 7 years of related HR experience including 5 years in disability management within a unionized environment.
- Solid knowledge of theories, concepts, principles, and practices in HR, particularly as they pertain to disability management.
- Strong interpersonal, negotiation, verbal and written communication skills to listen and provide advice and expertise, for various levels of stakeholders.
- Strong analytical, investigative and problem-solving skills along with sound judgement skills to assess, resolve or escalate issues.

If you're excited about taking on this opportunity, we invite you to apply today and start the conversation with us about this position.

Please apply via our website this week at <http://www.pbchbs.com/company/careers/>

While we thank all applicants for their interest, only short-listed candidates will be contacted.

Diversity, Equity, and Inclusion

PBC is an Indigenous Works employer of choice, an Insurance Business Canada Diversity, Equity, and Inclusion award winner, one of Canada's Greenest employers, a Canadian Centre for Diversity and Inclusion (CCDI) employer partner, and a Pride at Work partner.

We strive to create a workplace where everyone feels valued and employees feel empowered to freely participate and contribute regardless of race, ethnicity, gender, sexual orientation, religion, ability, education level, parental status, or socioeconomic status. We are an equal opportunity employer and welcome applications from all qualified candidates.

To request an accommodation in completing this job application, testing, interviewing, or otherwise participating in the employee selection process, please direct your inquiries to careers@pac.bluecross.ca.

These accommodation requests will be reviewed confidentially and, on a case-by-case basis by Human Resources.