



Wellbeing, Health & Safety Lead

Are you passionate about games?

We love games, so we make games people love to play! Since 2009, PikPok has been making quality mobile games for the whole world to enjoy.

We focus on engaging and delighting players with high quality art, intuitive gameplay and rewarding in-game experiences.

Our team is based in Wellington, NZ, and is made up of talented folk from all over the globe.

We've released successful original games including Rival Stars® Horse Racing, Agent Intercept™, Into the Dead® 2, Flick Kick® Football Legends and Shatter™. We also work with top-notch partners to create fun, entertaining games that are enjoyed across the globe.

PikPok values the contributions of people with diverse backgrounds, experiences, skills, and perspectives. We want our games to reflect the diversity of the people playing them now and in the future. People with curiosity, a sense of ownership, and who actively collaborate will fit well with our values.

In return, we commit to being an employer who balances fun and delivery. We pride ourselves in providing a work environment where it is safe to be yourself. Our teams enjoy the satisfaction that comes from creating success and joy, entertaining the world, and working together.

PikPok is dedicated to delivering exceptional player experiences. If you have the same drive to support the delivery of quality of service to our customers, then you might just be the **Wellbeing, Health & Safety Lead**, we're looking for!

We're PikPok, and we make games!

About the role

PikPok wants to create success and joy through entertaining the world by working together.

The Wellbeing, Health and Safety Lead is part of our Studio Services Division and reports to the People and Culture Director. You will be responsible for developing the strategic direction and leadership of WHS activities, and through policy, systems, and metrics, you will track and manage WHS risks and opportunities. Your experience will allow you to effectively identify and communicate risk and assist PikPok to prioritise initiatives and projects to achieve strategic outcomes.

Personable, approachable, down to earth and adaptable, you can build credibility and trusting relationships quickly with a diverse population, inspiring, empowering and influencing others in good WH&S practices, behaviours and culture.

You will have working knowledge of and experience in interpreting and advising against current New Zealand Health and Safety legislation and best practice.

This is a key, hands on role, where you will harness your talents and experience in WHS delivery and management. You will nurture a culture where Wellbeing, Health and Safety is owned by all our people and champion the Studio's drive and commitment for a zero-harm environment.

You will be outgoing, proactive, organised and most of all, enjoy being at work.

Live the PikPok values

- **Be Curious** - Be interested in everything. Ask questions often. Seek to understand our players, their motivations and behaviours. Frequently challenge your own ideas and positions. Understand that everyone has something to teach and learn. Bring a level of enthusiasm and passion to your work.
- **Take Ownership** - Don't procrastinate. Be willing to make a commitment and own any subsequent successes and failures. Have the maturity to learn from mistakes and be hungry for feedback. Understand that quality is everyone's business and push yourself and others to own the delivery of quality. Be reliable, with a willingness to take a feature (or similar) and own it, including driving it, ensuring it is completed, looping in others, updating artifacts, and more.
- **Collaborate Well** - Have a willingness to collaborate with others and think beyond yourself. Have the ability and willingness to actively listen to others and see their side of the issue. Be willing to take advice without being defensive and to separate work critique from personal critique. Understand the common purpose, support and nurture colleagues. Work toward the benefit of the company and project. Be respectful. Be understanding. Be kind.

Stakeholders and key relationships

- Internal
 - People & Culture Director (reporting manager)
 - All PikPok People
 - Divisional Directors
 - Studio Services Team
- External
 - Worksafe
 - MBIE
 - Other Health and Safety organisations and professionals

Responsibilities

1. Own the development and implementation of best practice Wellbeing, Health & Safety in the Studio:
 - Ensure all employees, visitors and contractors have a safe, secure and compliant environment
 - Own the identification, development and implementation of appropriate tools to support WH&S outcomes including documentation such as procedures, policies, handbooks and registers
 - Provide collateral to ensure onboarding and inductions provide a wholistic and complete WH&S view
 - Build and embed a WH&S culture
 - Plan and deliver on a strategic improvement programme of WH&S initiatives
 - Develop and document incident and emergency response procedures
 - Maintain WH&S data and administrative processes (including ACC, incident reporting, injury management) whilst identifying key trends to proactively find solutions and mitigate risk
2. Be the WH&S domain expert for the Studio
 - Be the subject matter expert for all things WH&S
 - Contribute to the development of all WH&S initiatives and guidelines
 - Audit and review current practice, develop systems and strategies alongside the Divisional Heads Team to advise on risk and embed best practice WH&S
 - Remain current with legislation to ensure we meet (or exceed) all relevant legislative, regulatory and statutory requirements

3. Engage, coach and educate Division Heads and people in PikPok to provide all aspects of wellbeing, health and safety expertise and advice as we collectively uplift our behaviours
 - Partner to influence, coach, support and assist engagement
 - Demonstrate leadership in all aspects of WH&S
 - Engage and partner with people and teams to upskill on wellbeing, health and safety practices and responsibilities
 - Support, coach and collaborate with the leadership team on WH&S initiatives

4. PikPok's priority is the wellbeing, health and safety of all those around us. Our people are encouraged to work together to provide a safe environment for all by:
 - Ensuring WH&S procedures are understood and adhered to
 - Reporting all identified hazards to WH&S@pikpok.com within five working days
 - Reporting all accidents, incidents or near misses to WH&S@pikpok.com within two working days
 - Participating in WH&S training as required
 - Taking responsibility for personal WH&S behaviour in the workplace
 - Completing any requests to support WH&S correction activity in and for the Studio
 - Actively supporting Wellbeing, Health and Safety initiatives in the Studio
 - Recognise and reward positive wellbeing, health and safety behaviours in others
 - Promote and encourage process improvement opportunities to further improve WH&S

Experience and attributes

- Knowledge and practical implementation of a proactive WH&S culture
- Experience at advising and implementing best practice
- Significant experience in an autonomous senior WH&S role
- Ability to influence, coach, motivate and engage to gain buy-in across all levels and bring people along on the journey
- Practical knowledge of current and pending NZ WH&S legislation
- Excellent interpersonal communication skills and a collaborative style
- Experience working with Senior Management, external agencies and stakeholders
- Professional membership through the New Zealand Institute of Safety Management (or equivalent registration body) or qualified in WH&S or aligned fields and undertaking continuous professional development
- Strong communication, reporting and presentation skills
- Good analysis and problem-solving skills
- Influential, motivating - can do attitude
- Agility and pragmatism
- High attention to detail
- Excellent computer literacy in all Microsoft and Google suite programs

To Apply:

Please visit our careers website at www.pikpok.com to see the full position description and to learn about what it means to be a great member of our team.

- Please send your application to careers@pikpok.com
- Closing date for applications – 24 December 2021.