



Health and Safety Manager

About the Team and the Role

- Our ambition is for every person supported by Mencap to receive the highest quality support. To us, this means care that is person-centred, evidence-based, impactful, and delivered consistently to an exemplary standard.
- Regulatory compliance at 'good' or equivalent is our minimum standard; we aim to go well beyond it. The Governance and Quality Directorate sits at the heart of how Mencap delivers this ambition, providing the assurance, oversight, practice development and safeguarding functions that keep people safe and drive continuous improvement. Our work directly supports Mencap 2030 and Priorities and the Quality sub-strategy, across a complex, multi-service national organisation.
- Reporting to the Head of Safeguarding and Compliance, you will bring your positivity and drive to a role that keeps people safe every day. As Health and Safety Manager, you will manage Mencap's Health and Safety function providing specialist advice and ensuring effective systems, processes and practices are in place to protect the safety and wellbeing of the people we support, colleagues and visitors.
- Working in the Safeguarding and Compliance team, you will hold day-to-day responsibility for Health and Safety across Mencap ensuring compliance with relevant legislation, policies and regulatory requirements, and maintaining clear processes for identifying, assessing and managing risk.
- You will line manage the Health and Safety Advisors and provide clear leadership, support and development to your team.

- You will develop, maintain, and continuously improve Health and Safety policies, procedures and guidance, ensuring they are understood and embedded across operational teams.
- You will work closely with operational and senior leaders to support safe service delivery, providing expert advice, practical guidance, and hands-on support.
- You will oversee incident reporting processes, ensuring incidents are appropriately recorded, investigated and acted upon to drive improvement and reduce risk and play a key role in building a strong culture of safety across Mencap, equipping colleagues to understand their responsibilities and manage risk with confidence.

What you will bring to the role (Essentials)

- Strong knowledge of Health and Safety legislation and regulatory requirements within a social care or similar environment.
- Experience of managing Health and Safety systems, processes and risk across a complex, multi-site organisation.
- Experience of conducting or overseeing risk assessments, incident investigations and safety audits.
- Experience of developing, maintaining and continuously improving Health and Safety policies, procedures and guidance.
- Experience of advising and supporting operational teams on Health and Safety best practice, identifying risks and implementing practical solutions.
- Experience of delivering training or supporting learning in Health and Safety practices.
- Experience of managing a team and supporting them on their journey of continuous professional development
- Strong communication and influencing skills, with the ability to engage colleagues at all levels.
- Strong organisational and planning skills.
- A clear commitment to inclusion and improving the lives of people with a learning disability.



We are **passionate**
about making the
world a better place



We are **positive**
in our work and
with each other



We are **brave**
we challenge and
try new things



We are **kind**
to everyone



We are **inclusive**
of everyone

What you will bring to the role (Desirables)

- A relevant Health and Safety qualification.
- Experience working in learning disability services or a regulated care environment.
- Knowledge of regulatory bodies such as CQC or equivalent.
- Experience of embedding Health and Safety culture change or improvement initiatives.

Please note: This job description is not intended to be exhaustive. Duties and responsibilities may evolve over time to reflect the needs of the organisation and the role.



“This isn’t just a job - it’s a chance to help change the lives of people with a learning disability and their families. If you’re passionate about making a difference, join Mencap in building a more inclusive future.”

Mencap and our Commitment to Safeguarding

Mencap is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff and volunteers to share this commitment.

Successful applicants will be subject to appropriate pre-employment checks, including references and, where applicable, an enhanced Disclosure and Barring Service (DBS) check.



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