



Join us and make a difference.

Writer

Temporary Full-Time, 12-month contract (35 hours/week)
Salary Range: \$63,260 – \$78,972 (annual)
Location: North Bay (hybrid)

As part of a high-performance team, you will research, write and edit communications, educational programs and other materials for a workplace health and safety training program audience. You enjoy converting research and technical material into clear and concise adult learning material by applying your knowledge of educational material development and adult learning principles.

You have a high level of proficiency with e-learning program development software to design asynchronous course materials hosted on a learning management system. Your ability to organize workloads and prioritize is accompanied by your strong interpersonal skills, which will help you to excel in a team environment involving multiple projects.

You have obtained a post-secondary degree or equivalent combination of education and experience, complemented with three (3) years of experience in e-learning instructional design. You have advanced project management and collaboration skills, as well as demonstrated computer skills, including Microsoft Office, Articulate, and the Adobe Creative Cloud suite.

To apply for this position, please forward your written application by 4:00 p.m. on **October 10, 2025 to:**

Human Resources

Workplace Safety North

690 McKeown Avenue

North Bay, ON P1B 9P1

E-mail: talent@workplacesafetynorth.ca

www.workplacesafetynorth.ca

Here to help make workplaces safer

Workplace Safety North (WSN) is a not-for-profit health and safety association funded by the provincial government to provide approved health and safety training and services to the mining and forest products industries. A trusted safety advisor, WSN and its legacy organizations have been helping make workplaces safer since 1915.

Why WSN is a great place to work

- Competitive Salary
- Company paid Group Benefits include: Health, Dental, Vision, Short Term Disability, Long Term Disability, Life Insurance, Dependent Life Insurance, Accidental Death and Dismemberment, Out-of-Province Travel Insurance and Employee Assistance Program
- Excellent Employee Pension Plan
- Professional Association/Affiliation membership fees, where eligible
- Competitive Vacation Time and Leave Entitlements
- Business mileage and meal reimbursement
- Leader in Health and Safety Practices



We thank all applicants for their interest, however, only candidates selected for an interview will be contacted.

WSN is an Equal Opportunity Employer. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, WSN will provide accommodations to applicants with disabilities throughout the recruitment, selection and/or assessment process.