

**Ohio Bureau of Workers' Compensation
Division of Safety and Hygiene Fellowship Program**

Objective

The objective of this program is to provide recent college graduates in the fields of occupational safety and health, engineering, industrial hygiene, and/or or physical/ natural sciences an opportunity to receive on-the-job training to build a professional career in the fields of occupational safety and health, ergonomics, industrial hygiene, and risk management.

Program Outline

Selected fellows will be offered a project/contractual position with the Ohio Bureau of Workers' Compensation (BWC) for the duration of two years. During the two years, the fellows will be engaged in various activities and work assignments performed alongside BWC safety, ergonomics, and industrial hygiene consultants and other DSH supervisors and staff. The activities and work assignments include, but are not limited to, the following:

1. Receiving hands-on training on the operation, maintenance, and calibration of various equipment and tools used by DSH safety, industrial hygiene, and ergonomics consultants.
2. Completing a matrix of classes offered by the Division of Safety and Hygiene (DSH) in the areas of occupational safety, ergonomics, industrial hygiene, and risk management. The classes to be completed will be determined based on an assessment of the fellow's background, education, and qualifications at the time of hiring. For a list of DSH classes, go to: www.bwc.ohio.gov/catalog
3. Working side by side with DSH consultants during on-site inspections and evaluations of occupational safety and health hazards in workplaces in various industry sectors.
4. Preparing and drafting preliminary consultation reports of on-site inspections and evaluations including recommendations for remediation and abatement of workplace health and/or physical hazards.
5. Engaging in various research and operational projects undertaken by DSH including literature search and review, quantitative and qualitative analysis, preparation of presentations and research briefs and reports, and writing of research proposals, and technical papers and reports.
6. Participation in the preparation and instruction of training courses including the development of background materials, training manuals, training exercises and measurement and evaluation tools, and coordination of course instructor development teams.
7. Participation in steering committees for the BWC Safety Councils Program and program committees for the Ohio Safety Congress and Expo including coordinating meetings and undertaking work assignments as needed by the committees.
8. In the second year of their employment, fellows will be required to select a focus area in occupational safety, ergonomics, or industrial hygiene for the remainder of fellowship duration. This will allow the fellows to develop deeper knowledge and expertise in the focus area.

Program Benefits

The fellows will be provided a unique opportunity to receive hands-on and classroom training along with mentoring and coaching by highly experienced professionals in all areas related to occupational safety and health. This training opportunity is unparalleled because they will be working in one of the longest standing organizations in the nation dedicated to advancing occupational safety and health. Through

this opportunity, fellows will have access to the collective knowledge and experience of DSH staff in the areas of occupational safety and health, ergonomics, and industrial hygiene as it relates to all economic sectors including manufacturing, construction, commercial, service, public works, utilities, agriculture, mining, wholesale and retail, and transportation. The fellows will also have an opportunity to develop knowledge and experience relative to delivery of safety and health training; planning and executing the second largest safety and health conference in the nation, the Ohio Safety Congress and Expo; and managing a large safety outreach program across Ohio, the Safety Councils Program. To learn more about the programs and services provided by BWC's Division of Safety and Hygiene, go to: <https://www.bwc.ohio.gov/employer/services/safetyhygiene.asp>

Program Completion Criteria

Fellows will be provided with regular quarterly feedback on their performance and progress through objective assessments completed by their supervisors, mentors, and/or coaches. Fellows will be required to pass an examination at the end of the first year, and complete a technical project/paper on a topic related to their focus area in consultation with their supervisor/mentor at the end of the second year. Fellows will be given a second chance for passing the examination at the end of the second year. Fellows who pass the first year examination and complete the second year technical project/paper along with acceptable evaluations by their mentors will be provided with a certificate of completion of the program. Fellows will gain experience that will make them excellent candidates for employment in fields of occupational safety and health in the private and public sectors including permanent DSH safety, ergonomics, or industrial hygiene positions that may be open at the time of fellowship completion.

Compensation and Other Benefits

At the date of hiring, fellows will be paid a salary at the first step of pay range 30 (\$18.82 per hour). Fellows are expected to move into the second and third steps of this pay range (\$19.54 and \$20.38 per hour), respectively, six months and 18 months after their hiring date. Except for tuition reimbursement, the fellows will have all employment benefits of state employees including participating in the state employees' retirement plan and healthcare insurance. Vision and dental care insurance are available in the second year.

How to Apply

Please complete an employment application at the state of Ohio's [job board](#).