



*Reaching Higher...Serving People with Passion and Purpose*

## **Loss Prevention Content Specialist – Workers' Compensation/Property-Casualty**

Company Name: Edwards Risk Management, Inc.  
Location: Marble Falls, TX  
Job Type: Full-time

### **Company Overview:**

Edwards Risk Management, Inc. (ERMI) is a family-owned independent risk management servicing firm specializing in workers' compensation, property and liability, employee benefits and unemployment compensation. Our vast array of services include program administration, third party claims administration, loss prevention, wellness, environmental/industrial hygiene, risk management and employee benefit consulting. Our dedicated staff brings experience from many sectors of public and private business, and includes risk managers, administrators, board members, association staff and trustees, adjusters, underwriters and risk management consultants.

Since our inception in 1990, ERMI has chosen to remain a small company so that we can stay focused on building partnerships with our clients, giving dedicated attention and care to each one. Our caring, service-driven attitude is reflected in our holistic approach to risk management, integrating the science of risk management with highly effective education and training programs in employee safety and wellness. We pride ourselves on the quality product we deliver, the cost-savings we can provide, the continued satisfaction of our clients and, most importantly, their employees and families.

### **Job Summary:**

#### ***Description of primary assigned duties:***

The selected candidate will be primarily responsible to innovate, research and create interesting, informative, authoritative and interactive loss prevention content. These activities will be focused on employee and student safety for public school and county government entities and intended for delivery by a team of loss prevention specialists and through electronic means. Primary responsibilities include:

- Production of safety awareness educational presentations (with trainer guides) intended for live delivery, including slide shows, handouts and test materials
- Production of safety articles, newsletters, safety fact sheets, FAQ's, teaching curriculum and scripts written for a range of audience interests and educational levels
- Project leadership of safety content publication, including web publishing and editing others' material

Other duties include:

- On-site client interaction – fostering relationships with clients (up to 50% overnight travel in Texas and Louisiana)
- Public speaking – on-site delivery of safety awareness educational presentations
- Data analysis of loss prevention indicators and loss experience
- Generating reports/correspondence related to activities

#### **Qualifications:**

- Bachelor's degree preferred in safety management, occupational safety & health, communications, education, language, or a related field, or extensive and equivalent experience in one or more of these fields
- Experience and skill at non-fiction writing – organized, logical and clear
- Proficiency with Microsoft Office 2016
- Self-motivated and able to manage time/priorities well
- Skilled at working alone and cooperatively in small groups
- Possess reliable transportation, valid Texas driver's license and acceptable driving record
- Knowledge of employee/workplace safety is preferred – including driving, falls, ergonomics, forklifts, trenching, confined space, storage, playgrounds, fire protection, life safety, electrical, or indoor air quality; knowledge of maintenance, custodial, food service, student transportation, road construction or law enforcement operations is a plus.
- Proficiency with Adobe Premier, Illustrator, InDesign and/or Photoshop is preferred
- Proficiency with web design is a plus
- Experience in video production is a plus
- Bilingual (Spanish/English) is a plus
- Professional safety certification is a plus, e.g. CSP, ARM, CRM/CSRM
- Physical demands include driving, walking (including uneven surfaces), light lifting, some outdoor work.

*The mission of Edwards Risk Management, Inc. is to partner with our clients by ethically and efficiently providing innovative and effective risk management services to meet their needs, improving the quality of life for their employees and families, while nurturing and enhancing the wellbeing of our employees and their families.*