

Position Description

Title	Treatment Supervisor Radiation Therapist
Reports to	Clinical Manager Radiation Therapy
Location	Christchurch Public Hospital, Waitaha Canterbury
Department	Cancer & Haematology Service
Children's Act 2014	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
Date	September 2025
Job band (indicative)	Designated C scale of the APEX Radiation Therapist Collective Agreement

Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document. Te Mauri o Rongo consists of four pou (pillars) within it, including:

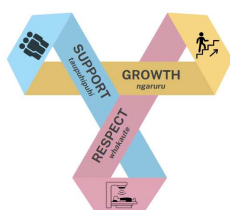
Wairuatanga	<i>working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi</i>
Rangatiratanga	<i>as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.</i>
Whanaungatanga	<i>we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe</i>
Te Korowai Āhuru	<i>a cloak which seeks to provide safety and comfort to the workforce.</i>

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- Caring for the people
- Recognizing, supporting and valuing our people and the work we all do
- Working together to design and deliver services and
- Defining the competencies and behaviours we expect from everyone

Our Radiation Therapist Team Values



Christchurch RTs equally prioritise support, growth, respect and caring for the wellbeing of ourselves, of our team, and of our patients and their whānau.

Key Relationships

Internal: • All Radiation Therapy staff and students • Radiation Oncologists and Registrars • Medical Physics Staff • Nurses • Clerical and Administrative Staff • Other multi-disciplinary team members involved with the care and management of oncology patients	External: • Patients, families/ whānau and caregivers • Public • Patient Support Organisations • External health care providers involved with care and management of oncology patients
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Purpose of the role

The Treatment Supervisor Radiation Therapist is an integral member of the multidisciplinary team at the Canterbury Regional Cancer and Haematology Service. In this position you will provide technically accurate radiation therapy treatment through the management of the treatment workload and associated patient management tasks to ensure that all patients receive the best possible care, while providing support in treatment delivery across a wide range of sites and techniques as practiced at Christchurch Hospital.

In this role you will develop local standards, policies, protocols and resources for relevant groups as required and coordinate, facilitate and model high quality professional and interdisciplinary practice. You will also provide clinical teaching to patients/clients, families, whanau, students, staff and other health professionals.

In order to achieve the key accountabilities of the role, the Supervisor Radiation Therapist is expected to work in conjunction with the Treatment Head of Section, and Radiation Therapy staff along with members of the multidisciplinary team, whilst demonstrating and modelling a high level of clinical expertise and professionalism.

Beyond direct patient care, all RTs contribute to service development, quality improvement, and clinical education, while also supporting colleagues through leadership, collaboration, and knowledge-sharing. RTs are expected to take part in training and in-service programmes, as well as participate in the on-call and shift roster.

All Radiation Therapists employed by Te Whatu Ora – Waitaha Canterbury must hold registration with the New Zealand Medical Radiation Technologists Board (MRTB) and maintain a current Annual Practising Certificate as a Registered Radiation Therapist.

This position description outlines the general nature and level of responsibilities for this role. It is not an exhaustive list of duties, and employees may be required to undertake other tasks as needed to support the service.

Key Accountabilities

The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
1. Clinical and Professional Practice	• Deliver radiation therapy treatments accurately and efficiently, in accordance with established protocols, procedures, and the ORS Code of Practice. • Demonstrates advanced technical competence and sound clinical judgement in daily practice. • Apply effective problem-solving skills and contribute to service improvements through innovation and initiative. • Maintain clinical workload ensure smooth operation of the treatment area as per rostered responsibilities. • Communicate clearly and empathetically with patients, ensuring they understand procedures and receive appropriate referrals to allied health services when needed.

	• Provide clinical supervision and assessment of the Radiation Therapy students in collaboration with the clinical tutor. • Comply with, apply and adhere to all legal requirements according to the Medical Radiation Technologists Board, Code of Ethics and the Health Practitioners Competence Assurance Act (2003) • Adhere to Te Whatu Ora clinical policies and procedures. • Participates in on-call roster, or alternatively arranges appropriate cover for your on-call on the allocated weekend.
2. Leadership	• Demonstrates management of team dynamics and leads by example and trains (or coordinates and supports) other RT's and students in the delivery of radiation therapy treatment in a manner consistent with CDHB's values. • Ensures the performance of their rostered work area is in line with the unit's operational business plan and ensures that any resource implications are highlighted to the appropriate HOS • Communicate any operational performance requirements that fall within area of responsibility to the appropriate staff individually or collectively to ensure work practices are carried out safely. • Demonstrate skilled teaching/coaching of students, staff and other healthcare professionals
3. Continuing Professional Development and Education	• Maintains own skill and effectiveness by staying current with literature and developments in Radiation Oncology and allied subjects, and attending relevant meetings, courses, and programs (with prior approval). • Take responsibility for own professional development by participating in annual performance reviews, acting on any agreed learning outcomes as agreed with HOS/ Clinical Manager • Liaise with professional bodies, relevant education/research organisations to maintain professional competency
4. Stakeholder engagement	• Builds positive, respectful, and effective relationships with colleagues, patients, whānau, and external stakeholders across all levels of the organisation. • Establishes rapport and trust to support collaboration and high- quality care. • Communicates with diplomacy, tact, and cultural awareness in all interactions. • Manages challenging or high-tension situations calmly and constructively, maintaining focus on solutions and shared outcomes.
4. Continuous service improvement, innovation, and risk minimisation	• Ensures quality service delivery by identifying areas for improvement aligned with operational and strategic goals, and actively contributing to service development. • Liaises with Physics staff and Head of Section regarding QA checks and routine maintenance, especially following upgrades, modifications, non-protocol treatments, and PMI's. • Utilises existing quality structures to identify and resolve clinical and risk management issues. • Leads or contributes to clinical audits, research projects, and focus groups that support evidence-based practice implementation. • Identifies staff training and development needs through feedback meetings and implements programmes in consultation with the Clinical Manager and/or Heads of Section.

5. Te Tiriti o Waitangi	• Works in genuine partnership with Māori patients, whānau, colleagues, and stakeholders to uphold Te Tiriti o Waitangi obligations and advance equity in health outcomes. • Ensures equity goals for Māori are embedded in service planning, performance monitoring and quality improvement initiatives. • Actively develops and demonstrates cultural competence, fostering inclusion, partnership, and a culturally safe environment for patients and staff.
6. Equity	• Commits to helping all people achieve equitable health outcomes. • Demonstrates awareness of colonisation and power relationships. • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
7. Health & Safety	• Promotes and adheres to safe work practices within the clinical environment • Ensures appropriate use and maintenance of radiation therapy equipment • Reports incidents and accidents promptly and accurately • Identifies, manages, and monitors workplace hazards • Supports staff in understanding and following emergency procedures • Seeks guidance when necessary to uphold best practice standards in safety and patient care

Capability Profile

Solid performance in the role requires demonstration of the following leadership capabilities. These competencies provide a framework for selection and development.

Leadership Capabilities <i>(as per the Leadership Capability Framework)</i>	
Dimension	Key Behaviours
Responsibility for outcomes/Compliance & Risk <i>Takes ownership of outcomes, exercises sound judgement, and ensures a safe, compliant, and efficient working environment.</i>	• Demonstrates professional accountability and ownership of tasks. • Identifies and implements quality improvements across the service. • Participates in clinical audit and research to support evidence-based practice. • Maintains safe use of equipment and adheres to infection control protocols. • Reports incidents and near misses in line with organisational guidelines. • Manages time effectively and adheres to rostered schedules. • Role models effective stress management and resilience. • Functions efficiently across all work areas.
Integrity in all we do/Collaboration & relationship management <i>Acts with transparency, consistency, and fairness. Builds strong relationships and fosters collaboration across teams and service.</i>	• Communicates clearly, listens actively, and provides timely feedback. • Manages competing demands and prioritises effectively. • Works collaboratively within multidisciplinary teams. • Promotes resource efficiency and effective team management. • Supports inclusive decision-making and collegiality. • Partners with Hauora Māori and Pacific Health teams to reflect the aspirations of Māori and Pacific peoples in service planning and delivery.
Care and Respect <i>Demonstrates empathy, respect, and cultural sensitivity. Prioritises patient welfare and values the contribution of others.</i>	• Prioritises patient care in line with the HDC Code of Rights and departmental protocols. • Communicates clearly with patients and ensures appropriate referrals. • Demonstrates situational awareness and cultural responsiveness. • Shows empathy and respect to patients, whānau, and colleagues. • Listens actively and supports others to achieve shared goals. • Maintains a courteous and approachable manner.

Display self-knowledge <i>Understands personal strengths and areas for growth. Seeks feedback and strives for continuous improvement.</i>	• Proposes and contributes to solutions for workplace challenges. • Demonstrates sound clinical judgement and core patient care skills. • Acts as a resource and mentor in areas of specialty. • Reflects on performance and seeks opportunities for development.
Communicate a vision and sense of purpose/ Innovation & Improvement <i>Inspires others by sharing a clear vision and fostering innovation. Aligns team efforts with organisational goals.</i>	• Leads knowledge-sharing and collaborative learning. • Coaches and supports team development. • Communicates departmental and organisational vision effectively. • Encourages teamwork and draws on best practice principles. • Partners with senior staff to align clinical practice with strategic direction.
Empower others to act <i>Fosters accountability and inclusivity. Supports others to lead, solve problems, and drive change.</i>	• Inspires positive change and improvement in patient care. • Resolves issues and conflicts constructively. • Encourages feedback and inclusive decision-making.
Foster a positive culture/ People Leadership <i>Builds a culture of engagement, diversity, and collaboration. Leads with integrity and supports team growth.</i>	• Promotes inclusive practices and manages cultural change at the operational level. • Models ethical leadership aligned with MRTB and Te Whatu Ora codes. • Leads, nurtures, and develops the team to ensure staff feel valued and supported. • Supports orientation, training, and ongoing development of staff. • Encourages reflective practice and CPD aligned with professional standards. • Prioritises developing individuals and the team to ensure Health New Zealand has the right skills for the future, supporting diverse leadership development – Māori, Pacific, disabled people, and others. • Builds internal and external partnerships to support strategic goals.

About you – to succeed in this role

You will have.

A. Essential Professional Qualifications / Accreditations / Registrations:

- Qualification recognised by, and registration with, the New Zealand Medical Radiation Technologists Board in the Radiation Therapy scope of practice.
- Holder of a current New Zealand Annual Practising Certificate (APC) for Radiation Therapy.
- A minimum of 5 years post qualification experience in all areas of radiation therapy
- Extensive clinical experience in radiation treatment planning and delivery, including proven ability in complex planning techniques and development.
- Recently demonstrated competence in the management of staff and resources and the ability to achieve results through delegation and motivation. (i.e. Supervisory or leadership roles)
- Commitment to ongoing professional development and continuous learning.
- Extensive clinical experience in relevant clinical environment
- Proven success in co-ordination, clinical oversight and management of clinical processes
- Ability to use appropriate software and technological applications

B. Desired:

- Ability to “work together” in a truthful and helpful manner
- Ability to “work smarter” by being innovative and proactive
- Accepts responsibility for actions
- Excellent interpersonal and communication skills
- Professional integrity
- Committed to quality outcomes and service development
- Ability to set and meet objectives
- Relevant clinical post graduate Master’s degree or equivalent
- Proven ability to manage operational performance within a multidisciplinary environment

You will be able to.

C. Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- Take care of own physical and mental wellbeing, and have the stamina needed to go the distance.
- Maximise the quality and contributions of individuals and teams to achieve the organisation’s vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.