

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Trainee Vascular Sonographer
Reports to	Charge Sonographer
Location	Ultrasound Services
Department	Radiology
Date	May 2026
Salary band (indicative)*	APEX Sonographer -Step 1

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 – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – 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.

Whanaungatanga – 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.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

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
- recognising, 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.

About the role

As a trainee vascular sonographer, you will

- Undergo both academic and clinical preparation to develop the knowledge, skills and professional abilities to practice as a vascular sonographer.
- Become an invaluable member of the ultrasound team learning and using specialised skills and knowledge in the field of vascular ultrasound.
- Become a part of a team willing to learn, contribute and teach others.
- Commit to providing a high standard of service including patient care, knowledge, image acquisition, clinical reasoning, report writing and communication.
- Be offered a full-time permanent contract which will carry over into the qualified position on successful completion of training.

Key Result Area	Expected Outcomes / Performance Indicators
Operation of ultrasound units: The trainee vascular sonographer will ensure:	<ul style="list-style-type: none"> • Ultrasound units operate efficiently and effectively. • Ultrasound examinations are performed to a high standard and according to departmental protocols and recognised professional standards. • They exercise judgment consistent with the individual sonographers' skills, experience and qualifications. They must also seek assistance and feedback from a suitably qualified sonographer.

<p>Patient focused service The trainee sonographer must:</p>	<ul style="list-style-type: none"> • Undertake appropriate consultation to ensure the patient receives the most appropriate examination type. • Review previous relevant imaging and clinical records prior to the examination. • Make a positive ID for every patient using available information and seek further information if necessary. • Advise the patient they are a trainee and seek consent to perform the examination. • Explain the examination to the patient and obtain appropriate informed consent. • Have knowledge of emergency protocols and knowledge of where the closest emergency equipment is located. • Be able to perform emergency procedures until help arrives. • Always understand and preserve patients' privacy and confidentiality. • Show sensitivity to the needs of patients, demonstrating cultural awareness.
<p>Knowledge of administrative procedures: The trainee vascular sonographer must:</p>	<ul style="list-style-type: none"> • Be able to use Comrad. • Code all examinations at the end of each procedure • Know how to use Radiology PACs system, to review previous imaging and then complete and finalise electronic sonographer reports. • Know how to activate the critical results pathway. • Know when to contact the vascular team for acute results or advise. • Must be able to complete relevant Kailo worksheets for examinations. • Know how to use Microsoft Teams • Know when and how to list a patient for the Vascular MDT meeting. • Demonstrate knowledge of ultrasound booking requirements • Lease with administration staff about patient appointments, booking procedure and protocols
<p>Working in a multi-disciplinary environment: The trainee vascular sonographer will:</p>	<ul style="list-style-type: none"> • Liase with sonographers, vascular and radiology nurses, vascular surgeons, clerical staff, radiographic assistants, radiologists and radiology registrars. • Liase with nursing and medical staff from other departments for the safe management of patients having ultrasound procedures. • Attend vascular department weekly CME meeting. • Attend fortnightly sonographer staff meeting. • Attend fortnightly sonographer CME meeting.
<p>To ensure quality assurance: The trainee vascular sonographer will:</p>	<ul style="list-style-type: none"> • Undergo yearly staff performance reviews. • Actively participate in ongoing education and staff development • Be aware of and comply with Te Whatu Ora health and safety policies and procedures. • With the support of Health NZ, proactively take care of your own health and safety, to ensure a safe and supportive work environment.

	<ul style="list-style-type: none"> • Promote health and safety for other staff and patients. • Record safety-related problems using ‘Safety first’ and communicate with the charge sonographer. • Liase with the ultrasound department health and safety representatives to raise issues at the radiology health and safety meeting. • Report equipment faults to the charge sonographer and log on the equipment faults on teams.
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership.
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.

Other Departmental: The vascular trainee sonographer may be asked to perform other duties by the charge or acting charge sonographer to assist in the smooth running of the department in general.

Matters which must be referred to the charge sonographer.

- Concerns identified during contact with clients/whanau/carers/providers.
- Role expectations, personal training and development requirements.
- Changes that may impact your ability to perform your role.
- Health and safety concerns.

Relationships

External	Internal
<ul style="list-style-type: none"> • Patients and their support persons • Vascular surgeons, registrars and nurses • Clinicians and staff of other hospital departments • Support staff such as orderlies and maintenance personnel • Medical students 	<ul style="list-style-type: none"> • Sonographers and MITs • Radiologists and radiology registrars • Radiographic Assistants • Administration staff • Radiology nurses

About you – to succeed in this role.

You will have

Essential:

- The entry requirements necessary for successful enrolment in the graduate diploma in vascular sonography at the University of Western Sydney. These include:
 - 1) Successful completion of an undergraduate degree in natural and physical sciences or health, including at least two subjects in human anatomy and physiology.
 - 2) Or: an undergraduate degree in another field where you can show at least 12 months' work experience in directly related vascular assessment (must be supported by a statement of service for all work)
- Enrolled in the graduate diploma in vascular sonography at the University of Western Sydney for commencement 1st March 2027
- Hold a New Zealand Citizenship.
- An annual practicing certificate as issued by the medical radiation technology board in the scope of trainee vascular sonographer.
- A New Zealand valid driver's licence
- Dedication to excellence and a strong drive to succeed.
- Excellent communication skills and a passion for working with people.
- Good time management skills and the ability to work under pressure.

Desired:

- Experience in implementing Te Tiriti o Waitangi in action.
- Previous work experience in a people facing role.
- Previous work experience in a clinical environment.

You will be able to

Essential:

- Complete the requirements of the Graduate diploma in vascular sonography over a two-to-two-and-a-half-year timeline.
- Commit to four semesters of learning over two years (two per year)
- Complete course learning requirements, including online and face to face.
- Undertake a significant amount of learning in your own time.
- Attend training seminars at the campus of The University of Western Sydney. This requirement includes four days each semester for the first year, reducing to three in semester three and then two days in the final semester.
- Complete mandatory clinical training of a minimum of four days per week at Te Whatu Ora Christchurch sites. The fifth day will be allocated as a study day to be taken on campus. At the discretion of the charge or acting charge sonographer the trainee vascular sonographer may be asked to perform

clinical work on this study depending on operational requirements

- Complete 384 mandatory hours of clinical work each semester (total over the program 1536)
- Continue to work outside of the University semesters to meet external accreditation requirements.
- 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.
- 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.

**The reference to salary band in this position description is for internal benchmarking and role sizing purposes only. The salary band designation does not form a term or condition of employment and may be changed by the employer at any time. In accepting a Health NZ employment agreement, you acknowledge and accept this. Changes to the salary band will not affect an employee's current salary or remuneration.*