

# Position Description | Te whakaturanga ō mahi

## Health New Zealand | Te Whatu Ora

*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.*

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|---------------------------------------------|---------------------------------------------------------|
| <b>Title</b>                                | Medical Imaging Technologist – Interventional Radiology |
| <b>Reports to</b>                           | Team Leader - IR                                        |
| <b>Location</b>                             | Christchurch                                            |
| <b>Department</b>                           | Interventional Radiology                                |
| <b>Date</b>                                 | 14-08-2026                                              |
| <b>Salary band (indicative)<sup>i</sup></b> | MIT APEX MECA Step 1 - 10                               |
| <b>Children's Worker role<sup>ii</sup></b>  | Yes                                                     |

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

### About the role

The primary purpose of the role is to:

The IR MIT is responsible for delivering the best quality medical imaging service with all IR equipment (including Xray, CT and ultrasound machines) within available resources to meet the requirements and standards of the Radiology service for the people of Canterbury.

The key deliverables are;

- An efficient and effective Health New Zealand imaging service
- The highly functional IR team integrated with the wider Radiology Service
- Patient is the focus of the service, with a best for patient, best for system approach.
- Managing daily, weekly workload across multiple IR Platforms/equipment.
- Meeting patient needs within agreed triaged referral timeframes.
- Ensuring standardised, quality and consistent imaging and patient care provided at all times across all locations.

| Key Result Area                              | Expected Outcomes / Performance Indicators                                                                                                                                                                                                                                                                                     |
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| <b>Interventional Service and Operations</b> | <ul style="list-style-type: none"><li>• Ensures the IR equipment operates efficiently and effectively.</li><li>• IR procedures using imaging guidance are delivered according to policies, procedures and standards as set out in service protocols.</li><li>• There will be ongoing awareness of developments in IR</li></ul> |

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|                                         | <p>procedures and equipment and additional software.</p> <ul style="list-style-type: none"> <li>• Will be regularly rostered to on-call duties for IR</li> <li>• May be asked to perform other duties by the IR Team Leader to assist the smooth running of the department in general.</li> <li>• Will be rostered to a variety of day shift start times. Shifts and hours of work may be altered to align with service needs after liaison through the IR Team Leader.</li> <li>• Develop other skills required to ensure continuous patient flow through the department. E.g., fusion technology, importing other modalities data, 3D rotational Angiography, cone beam CT, Interventional CT procedures and scanning, Biplane and monoplane procedures, Ultrasound guided procedures and Hybrid OT suite.</li> <li>• Participate in the implementation and ongoing support for accreditation.</li> <li>• Equipment faults will be reported and recorded following the Radiology Service Equipment Fault Reporting protocols.</li> <li>• Adhere to IP&amp;C guidelines and procedures as per Health New Zealand policies</li> <li>• Staff have a high-level understanding of IR protocols and procedures and of the operation of all the IR equipment.</li> <li>• Staff are competent in their performance and are appraised regularly both informally and formally by the IR Team Leader with appraisals.</li> <li>• Staff understand and adhere to safety procedures.</li> <li>• Ensure that MITs on call are competent to work unassisted whilst on call. Regular monitoring of performance and subsequent retraining sessions will be provided if deemed necessary.</li> <li>• Be a positive role model for those staff they supervise or are responsible for.</li> <li>• Ensure staff are aware of all fire exits / procedures for management of staff and patients in the event of fire or other emergencies.</li> <li>• Be familiar with the Radiology Service Major Incidents Procedures and be able to coordinate if it is required.</li> </ul> |
| <b>Patient-focused procedure suites</b> | <ul style="list-style-type: none"> <li>• The IR MIT must make appropriate decisions to obtain the required information about a patient's condition, which will be used to ensure the correct and most suitable technique is used.</li> <li>• The IR MIT must explain all examinations to the patient and check that informed consent has been given if applicable. (Time out procedure)</li> <li>• The IR MIT must have a holistic approach to the patient's journey through Radiology and there IR procedure pre, during and post procedure.</li> <li>• The IR MIT must have knowledge of emergency protocols and know the whereabouts of all emergency equipment. The IR MIT must be able to initiate, then implement emergency procedures until help arrives.</li> <li>• The IR MIT must always understand and preserve the need for patients' privacy and confidentiality.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|                                    | <p>The IR MIT must show sensitivity to patients' needs, demonstrating cultural awareness.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Administrative and Workflow</b> | <ul style="list-style-type: none"> <li>• Must have skills in the use of COMRAD and Order Entry.</li> <li>• Must code all examinations at the end of each procedure and must check periodically that coding is up to date.</li> <li>• Have knowledge of IR appointments system.</li> <li>• Liaise with IR Admin and RA about patient appointments, booking procedures and protocols.</li> <li>• Liaise with IR Team Leader regarding other office procedures / issues etc.</li> <li>• Ensure all patient details are entered fully and correctly into COMRAD and PACS.</li> <li>• Liaise with IR Team Leader and nursing staff to ensure that patient preparation conforms to examination protocols.</li> <li>• Liaise with Registrars, Fellows, Radiologists and the Section Head with regard to assessment of protocols, prioritising of requisitions, and daily decisions regarding workload during his / her duty.</li> <li>• Liaise with nursing and medical staff from other wards and departments for the safe management of patients having IR procedures and encourage these staff members to visit the area.</li> <li>• All clerical issues are addressed through the Radiology Service Office Manager.</li> </ul> |
| <b>Communication</b>               | <ul style="list-style-type: none"> <li>• Communication is clear, open, accurate and responsible.</li> <li>• Proficient verbal communication skills and an ability to communicate to a wide variety of people in a manner appropriate to the individual.</li> <li>• Confidentiality is maintained.</li> <li>• Communicates clearly and proactively seeks feedback.</li> <li>• Regular briefings and meetings are attended with relevant health professionals that work within or have input into the service. Minutes that are recorded and circulated are read and actioned appropriately.</li> <li>• The MIT team member will contribute to a supportive environment to create a high functioning team.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Supervision and Training</b>    | <ul style="list-style-type: none"> <li>• The IR MIT may be involved in practical competency tests.</li> <li>• Assist in the orientation of new team members.</li> <li>• Students/trainees are supervised and supported and have access to relevant information.</li> <li>• Students/trainees are aware of the clinical objectives.</li> <li>• Involvement in the weekly roster assessment of students/trainees which includes involvement in practical competency evaluations.</li> <li>• Feedback and liaise with the team leaders about any issues relevant to students/trainees is undertaken and if necessary, report to and liaise with the Team Leader about any issues relevant to the student.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Quality</b>                     | <ul style="list-style-type: none"> <li>• Be committed to personal and professional development, and to the provision patient focused services.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|  | <ul style="list-style-type: none"> <li>• Assist in effective and ongoing communication between all professional groups involved in IR and encourage involvements in regular QA and educational meetings.</li> <li>• Attendance at weekly staff meetings.</li> <li>• Attendance at peer group meetings for the purpose of ongoing professional development.</li> <li>• Conduct as required the regular Quality control tests.</li> <li>• Will promote health and safety of staff and patients.</li> <li>• Will record any safety-related problems according to departmental protocols, e.g., contrast media reactions during his/her duty.</li> <li>• Comply with the MRTB Code of Ethics.</li> <li>• Every staff member within Health New Zealand is responsible for ensuring a quality service is provided in their area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.</li> </ul> |
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| <b>Key Result Area</b>      | <b>Expected Outcomes / Performance Indicators</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>Access and Outcomes</b>  | <ul style="list-style-type: none"> <li>• Supports efforts to improve access to services and achieve better outcomes for the communities we serve.</li> <li>• Uses evidence and insights to identify barriers and opportunities for improvement.</li> <li>• Contributes to inclusive, responsive, and effective service delivery.</li> </ul>                                                                                                                                                                                                                                                                     |
| <b>Te Tiriti o Waitangi</b> | <ul style="list-style-type: none"> <li>• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way.</li> <li>• Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders.</li> <li>• Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.</li> </ul>                                                                                                                                                       |
| <b>Health &amp; safety</b>  | <ul style="list-style-type: none"> <li>• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives.</li> <li>• Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes.</li> <li>• Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.</li> </ul> |
| <b>Compliance and Risk</b>  | <ul style="list-style-type: none"> <li>• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place.</li> <li>• Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit.</li> <li>• Understands, and operates within, the financial &amp; operational delegations of their role, ensuring peers and team members are also similarly aware.</li> </ul>                                                                                                                                              |

### Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.
- 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                                                                                                                                                                                                                                  |
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| <ul style="list-style-type: none"> <li>• Patients and their support people</li> <li>• Vendors</li> <li>• Professional bodies</li> <li>• Health providers</li> </ul> | <ul style="list-style-type: none"> <li>• IR Team</li> <li>• Radiology staff</li> <li>• Health NZ clinicians and other staff</li> <li>• Quality team</li> <li>• Maintenance staff</li> <li>• Medical Physics and Bioengineering</li> </ul> |

### About you – to succeed in this role

#### You will have

#### Essential:

- [New Zealand MRTB registration
- A current APC
- Experience in Interventional Radiology

#### Desired:

- Experience in implementing Te Tiriti o Waitangi in action.
- CT experience
- Demonstrate a team approach to work and a collaborative working relationship with the management team.
- Ability to “work together” in a truthful and helpful manner
- Ability to “work smarter” by being innovative and proactive.
- Accepts responsibility for actions.
- Time management and organisational skills and an ability to prioritise work.
- Ability to work under pressure.
- Ability to work well in a multidisciplinary team and be accustomed to working in a team environment.
- Have a genuine empathy with patients, the general public and staff at all levels
- Be an innovative thinker, who can adapt to changes in service delivery.

#### You will be able to

#### Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.

- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
- 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.
- With the support of Health NZ, proactively take care of your own health and safety, to ensure a safe and supportive work environment.
- 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.
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<sup>i</sup> Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

<sup>ii</sup> The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.