

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.

Title	Deputy CT Charge MIT
Reports to	Radiology Manager
Location	Hutt Hospital
Department	Radiology
Direct Reports	CT MIT Staff when CT Charge unavailable, Nursing Staff when in CT when CT Charge is unavailable
Date	September 2026
Salary band (indicative)ⁱ	APEX Salary
Children's Worker roleⁱⁱ	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:

Assist the Radiology Manager with the provision of a high quality patient focused service at Hutt Hospital Radiology, Health New Zealand.

The Deputy CT Charge MIT:

- Leads and manages services for 2 CT scanners from late 2026 when CT Charge is unavailable
- Manages protocolling of all CT requests, delegated from Radiologists
- Provides support for all Hutt Hospital Radiology staff to enable high quality delivery service across the hospital
- Provides clinical and operational oversight across the full patient pathway, covering inpatient, outpatient, emergency, community and primary care settings
- Supports the establishment of a culture of continuous improvement that links Hutt Hospital Radiology service activities to overall hospital operational strategies
- Fosters excellence in operational standards and professional conduct for the Service
- Supports new and innovative ideas which improve patient experience and outcomes
- Identifies emerging issues, risks, threats and opportunities early and mitigates these
- Fosters strong interdisciplinary leadership, overseeing and collaborating with MITs, Registered Nurses, Healthcare Assistants (HCAs), Radiologists and Clinical Referrers

- Supports multi-site and cross-district service alignment, working closely with regional CT departments, wider district services and specialised networks to support equitable, standardised care delivery

Key Result Area	Expected Outcomes / Performance Indicators
Leadership and management	• Provides expert clinical leadership to optimise the outcomes of patients/clients • Leads complex conversations as a subject matter expert, communicating clearly and concisely to enhance understanding. • Role models, enhances and promotes innovation and expert practice in complex multi-factorial presentations. • Provides strategic leadership into the development of CT MITs practice locally, regionally and nationally • Drives a focus on equity and the translation of this into practice within the Radiology Department • Takes a lead role in developing and promoting care pathways that are evidence-informed supportive care pathways (locally, regionally and nationally) • Leads appropriate clinical governance of CT in conjunction with nursing and medical clinical partners • Builds effective relationships with relevant clinical and operational leaders in the Radiology space and across national clinical networks where these interface e.g. surgery • Acts as an expert clinical resource providing guidance, advice and education to patients/clients, family/whanau, students, staff and the inter-professional team within specialty area of practice • Provides leadership into the service and allied health professions development across the continuum of care to meet the changing needs of the population aligning to relevant organisational, national and professional strategies • Provides leadership into change across professional and organisational boundaries by developing and sustaining relationships, partnerships and networks to influence and improve outcomes and delivery systems • Demonstrates leadership in the development of relevant strategic and service plans, including Models of Care/Practice • Represents Allied Health at a national contributing to and

	leading on National developments in CT including guidelines and clinical pathways
Clinical Practice	• Role models clinical leadership and application of highly specialist knowledge and clinical reasoning, analysing and making judgments about situations which may have unique characteristics, while modelling evidence-based practice • Retains overall responsibility for a caseload of highly complex multi-factorial patients considered clinically 'at risk' due to their diagnosis and on-going long term health conditions • Provides expert advice for Allied Health professionals requiring support with complex presentations • Ability to translate and integrate evidence-based research/guidelines into the development of integrated pathways and partnerships care • Maintains advanced expert clinical competencies specific to the needs of the service, position and profession • Is recognised as a subject matter expert in CT locally, regionally and nationally. • Demonstrates high level interpretation and analysis of complex assessment findings of clinical and non-clinical facts which may be conflicting and provide expert advice and direction to for MDT colleagues • Demonstrates culturally safe patient and whanau centred care that encompasses a diverse range of beliefs, values and practices • Facilitates and models Inter-Professional Practice (IPP) and is committed to championing an Inter-professional Practice model within CT. • Models working collaboratively and consultatively with clinicians and inter-disciplinary teams locally, regionally and nationally
Service Improvement and Research	• Takes a lead role in ensuring that care pathways in supportive care for CT are evidence-informed (locally, regionally and nationally) • Identifies and completes clinical audits, analysing resultant data to inform recommendations for service / practice. • Identifies and develops strategic direction and opportunities for practice change and influences change to improve outcomes for patients, • Creates and develops protocols of care and designs patient

	care pathways and shares these best practice examples both in the region and nationally • Works with Allied Health leadership and clinicians to ensure relevant policies, guidelines and protocols are reviewed and updated in line with best practice • Identifies and leads implementation of opportunities to improve health experience and outcomes for Māori and Pacific people and populations • Role models, builds inter-professional practice competencies and provides training specific to CT • Identifies and scopes areas for advanced practice within CT • Promotes a research environment and undertakes and /or supports specific research within CT • Co-ordinates the collection of appropriate data to evaluate the effectiveness of the service • Integrates research into clinical practice
Teaching & Learning	• Demonstrates expert level mentoring/coaching, teaching and supervision of students and staff, and other clinicians/health professionals locally, regionally and nationally • Provides and supports other Allied Health professionals to provide clinical teaching to patients, families/whanau and other relevant groups as required • Maintains competency to practice through identification of learning needs and continuing professional development activities. This should comply with professional body requirements. • Provides leadership to develop a culture of clinical excellence and innovation within CT. • Contributes to the training needs analysis for the organisation and supports training across Allied Health professions and contributes to Nursing and Medical training. • Facilitates integrated, evidence informed interventions for allied health clinicians • Develops, maintains and reviews training requirements related to CT for clinicians working within Radiology (covering basic – advanced knowledge).
Financial and Business Planning	• To assist the Radiology Manager in setting of annual financial budgets • To work collaboratively with other Charges and Radiology

	Manager in business planning • To ensure all accounts are processed and approved in a timely manner • Annual CAPEX requirements are identified within the service and brought to the Radiology Managers attention as part of the annual planning process
Operate all Imaging Equipment and its Care and Maintenance	• Displays competence in the full operation of all imaging equipment, its care and maintenance • Equipment faults are reported to the nominated deputy or service manager for repair • Breakdowns are minimised
To Ensure Safe Operating Techniques	• Minimise unnecessary radiation of patients, visitors and staff. • Personal radiation monitoring readings from NRL will be below the safe dose. • Demonstrates comprehensive knowledge of operating techniques by complying with recommended procedures and NRL Code of Safe Practice • Comply with all department and organisation policies and protocols
Coordinate and supervise the CT services in the absence of the CT Charge	• The overall service is effective, efficient, timely and safe • Systems are in place to ensure duties/tasks are completed • Adequate normal and out of normal working hours are covered as appropriate • Patients are treated with respect and sensitivity for their well-being, comfort and privacy • Patient bookings are made and the system is modified to meet changes in demand • Coordinates and optimises CT workflows across inpatient, outpatient, emergency, primary and community care pathways • Provides day to day operational guidance, support and clinical oversight to a multidisciplinary team including MITs, Radiology Nurses and Healthcare Assistants (HCAs) • Collaborates with multi-site and cross-district CT teams and specialty networks (e.g. Regional CT Services, National Stroke Network) to support regional alignment, shared protocols and timely care delivery • Acts as a key operational link between referrers, SMOs/Radiologists and Clinical Teams to ensure high-

	standard protocolling, patient safety and workflow efficiency
To Produce CT Images of a High Standard	• Produce diagnostically readable images of a high standard for CT reporting • Uses own knowledge and experience to apply the most appropriate radiographic examination for diagnostic purposes
Accreditation	• Ensure all documentation is reviewed on a regular basis • Review protocols in association with the Quality Coordinator • Follow up on any ongoing corrective actions or recommendations from IANZ

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • 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. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Culture and People Leadership

- Provides visible, effective leadership that aligns people, resources, and effort to organisational priorities and outcomes.
- Builds high-performing teams through coaching, development, succession planning, and a commitment to continuous learning.
- Creates an inclusive and engaging workplace where people are supported to contribute, grow, and succeed.
- Builds trusted relationships with stakeholders and works collaboratively to deliver sustainable outcomes.
- Fosters a culture of accountability, innovation, and continuous improvement, ensuring people and organisational performance support strategic objectives.
- Champions values-based leadership and promotes a positive organisational culture that supports wellbeing, performance, and service excellence.

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.
- [insert other matters which must be referred]

Relationships

External	Internal
• Patients • Families • NGO health providers • Primary Health organisations • Regional and National Clinical Networks	• CHOD/SMOs • Radiology Manager • Radiologists • Unit Charges • Staff MITs • Student MITs • Quality Coordinator • Administration Team Leader and Staff • Clinical Assistants • Healthcare Assistants • Nursing Staff • RRIS/PACS Team • Other Hospital Departments • Orderlies and other support staff • Health New Zealand Capital Coast & Wairarapa

About you – to succeed in this role

You will have

Essential:

- Current registration and practicing certificate with Medical

Imaging Technologist Board

- Relevant Diagnostic Medical Imaging Technologist qualification
- Expert specialty knowledge
- Current CPD in line with appropriate professional standards
- Well-developed general radiographic skills including emergency, ward, outpatient, theatre and mobile work
- Ability to work with a range of radiographic equipment

Desired:

- Computing skills
- Excellent customer service skills, skilled at listening to customers to assess their needs, communicating effectively with a wide range of customers and managing customer expectations
- Planning and organising skills, ability to manage a range of tasks at one time and carry them through to completion
- Good communication skills, ability to establish and maintain professional working relationships, communicate effectively with others and express ideas and/or information clearly – both verbally and in writing
- High level of interpersonal skills, able to communicate effectively with a wide range of people from diverse backgrounds, able to assert oneself confidently and tactfully
- Ability to manage a high degree of confidentiality and manage sensitive information

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.

Desired:

- Demonstrate effectiveness and commitment in working proactively with Māori to uphold the principles of Te Tiriti o Waitangi and ensuring equitable outcomes for Māori
- Demonstrate advanced verbal and written communication

skills and high levels of emotional intelligence.

- Deliver high quality care for the patient/client/whanau.
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ⁱ 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.

ⁱⁱ 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.