Health New Zealand
Te Whatu Ora

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	Medical Imaging Technologist (MIT)
Reports to	Radiology Operations Manager AND/OR Unit Charge MITs Radiology
Location	Nelson
Department	Radiology
Date	29 September 2026
Salary band (indicative)[i]	APEX MECA MIT Scale Step 1 to Step 9
Children's Worker role[ii]	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:

Be responsible for delivering the medical imaging service within available resources to meet the requirements and standards of the Radiology. Service, Health NZ Nelson Marlborough, for the people of Nelson Marlborough.

The key deliverables are:

- An efficient and effective Nelson Marlborough imaging service.
- A highly functional General Imaging team integrated with the wider Radiology Service.
- Patient focused, with a best for patient, best for system approach.
- CT trained MIT's will undertake CT scanning including IV cannulation and contrast administration on CT patients;
- Will be proficient in patient care and administration of CT rectal tube insertion;
- Will be able to triage imaging referrals appropriately;
- Complete post processing CT imaging work ups as required.

COMPLEXITY

Most challenging duties typically undertaken or most complex problems solved:

- Managing daily, weekly workload across multiple radiology areas;
- Monitoring and meeting patient needs within agreed triaged referral timeframes;
- Ensuring standardised, quality and consistent imaging and patient care provided at all times;
- Commitment to ongoing quality improvement in the delivery of Radiology imaging services.

Key Result Area	Expected Outcomes / Performance Indicators
The MIT is responsible for using professional knowledge and skills to ensure the provision of quality patient-centered radiographic services for inpatients and/or outpatients, and for rostered shift and weekend duties to cover a 24-hour service, seven days a week.	• Medical Imaging is delivered according to the policies, procedures and standards as set out in departmental protocols. • Medical Imaging delivered is of a high standard. • Documentation of procedure in areas where this is a requirement, e.g. CT, IR and Fluoroscopy. • Whenever possible full attendance and participation in rostered duties. • Support and facilitation of appropriate quality indicators/programmes in order to demonstrate that service delivered is of high quality. • Must comply with the MRTB Code of Ethics.
The MIT must be able to operate all radiographic equipment safely and efficiently.	• MITs are competent in the operation of all general equipment (and/or CT modality/Interventional modality as agreed in the Employment Letter). • All faults will be recorded in the faults database and reported to the appropriate personnel. • Support, facilitation, and participation in quality control programmes related to the safety and suitability of radiographic equipment. • Know the location of associated equipment and stock needed for all examinations. • Promote cleanliness and tidiness during each duty.
The MIT must be patient-focused.	• Positively identify each patient using available information. Seek further identification if necessary. • 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.

	• Explain all examinations to the patient ensuring informed consent has been given. • Have knowledge of emergency protocols and know the whereabouts of all emergency equipment. The MIT must be able to initiate, then implement, emergency procedures until help arrives. • The MIT must understand and preserve the need for patients' privacy and confidentiality at all times. • The MIT must show sensitivity to patients' needs, demonstrating cultural awareness.
The MIT will be involved in ongoing education.	• Participation in orientation programs, staff development and education programs when suitable • Belong to and participate in an approved CPD (Continuing Professional Development) programme, as prescribed by the HPCA Act. • Participation in an annual staff appraisal.
The MIT must be involved in the supervision and clinical training of Medical Imaging Students.	• Ensure the students are supervised and supported and have access to protocols in the area. • Be aware of the clinical objectives for the student in the area. • Be involved in the weekly roster assessment of the student. • Report to and liaise with the clinical tutor or Radiology Operations Manager if required about any issues relevant to the student. • The MIT may be involved in practical competency tests. • Be a positive leader and role model for those students they supervise or are responsible for.
The MIT must have knowledge of administrative procedures	• Must have skills in the use of the Radiology Information System (RIS) and PACS viewer software. • The Staff MIT must know how to access online protocols and be aware of the protocol manuals if online access or RIS systems are unavailable. • Must code all examinations at the end of each procedure and must check periodically that coding is up to date. • Ensure all patient details are entered fully and correctly into Comrad and the modality workstation. • All clerical issues are addressed through the Radiology Department Office Manager.
The MIT is responsible for ongoing liaison with team members and other health professionals.	• Liaise with medical and nursing staff to ensure that patient preparation conforms to examination protocols and safe management of patients undergoing radiographic imaging. • Establish effective and ongoing communication between all professional groups and encourage involvement in regular QA and educational meetings. • Represent Radiology service at relevant professional peer group meetings.

The MIT is responsible for radiation protection.	• Ensure staff are aware of the radiation hazards. • Ensure all staff wear the appropriate protection. • Ensure the equipment is used correctly to minimise radiation dose to the patients and staff.
Work in a safe and healthy manner to prevent harm to themselves or others.	• Be aware of, and comply with, Health NZ Nelson Marlborough health and safety policies and procedures. • Be pro-active in identifying, controlling and reporting hazards. Near misses and accidents are reported directly to their clinical leader, manager or supervisor. • Ensure staff are aware of all fire exits and procedures for management of staff and patients in the event of fire or other emergencies. • Be familiar with the Radiology Department Major Incidents Procedures and be able to coordinate it if required. • Know how to log incidents through the Health NZ Nelson Marlborough Incident Management Programme. Reportable event form is completed (via *Safety First)* for any accident or injury which has taken place at work, ensuring, in the case of injury, that your Unit Charge or ROM is notified within 24 hours. • Protective equipment is used when appropriate and protective clothing is worn when required. Advice is sought from your manager if you are unsure of any work practice.
To strive for quality within all tasks undertaken to promote an environment of continuous quality improvement.	• Be conversant, and comply with, Health NZ Nelson Marlborough quality systems and policies. • Be pro-active in identifying areas and methods for improvement with regard to quality. • Participate in the implementation and ongoing support for IANZ accreditation. • Conduct as required the regular Quality control tests. • Will promote health and safety of staff and patients. • Will record any safety-related problems according to departmental protocols, e.g. contrast media reactions during his/her duty. • Comply with the MRTB Code of Ethics. • Every staff member within Health NZ Nelson Marlborough 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.
Communication	• Positive and professional behaviour in all relationships are role modelled. • Communication is clear, open, accurate and responsible. • Proactively seeks feedback. • Confidentiality is maintained. • Communicates clearly and proactively seeks feedback.

	• 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. • The MIT will contribute to a supportive environment to create a highly functioning team.
Supervision and Training	• The MIT may be involved in practical competency tests. • Trainees are supervised and supported and have access to relevant information. • Trainees are aware of the clinical objectives. • Involvement in the weekly roster assessment of trainees which includes involvement in practical competency evaluations. • Feedback and liaise with the Unit Charge about any issues relevant to trainees is undertaken and, if necessary, report to and liaise with the Unit Charge about any issues relevant to the trainee.
The MIT must be flexible and adaptable	• Perform other duties as requested by the Radiology Operations Manager to assist in the smooth running of the service. • Be flexible and adaptable when shifts and hours of work are altered to suit service needs.

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.

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.
- **Privacy breaches** (including any suspected or actual breach of patient confidentiality)
- **Health and Safety incidents** (including hazards, near misses, and accidents)
- **Safety First incidents** (as per organisational reporting requirements)
- **Patient complaints** (verbal or written, regardless of severity)
- **Service delivery interruptions** (e.g., emergency management situations, equipment outages, IT system failures)
- **Staff sickness and/or injuries** (including incidents impacting roster coverage)
- **Radiation safety concerns** (e.g., equipment malfunction, incorrect exposure settings, or breaches of radiation protection protocols)
- **Adverse clinical events** (e.g., contrast media reactions, unexpected patient deterioration during imaging)
- **Equipment faults or failures** that cannot be resolved immediately
- **Incidents involving students or trainees** (including competency or conduct issues)
- **Any situation that may impact patient care, staff safety, or departmental reputation**

Relationships

External	Internal
• Patients and their support people • Service Providers / Vendors • Professional Bodies • Health Providers	• General Imaging team • Radiology staff • NM clinicians and other staff • Quality team • Maintenance staff • Medical Physics and Bioengineering • Medical Imaging Students •

About you – to succeed in this role

You will have

Essential:

- A relevant graduate qualification.
- Experience in implementing Te Tiriti o Waitangi in action.
- A New Zealand registered MIT with the MRTB (or the eligibility to become registered).
- Experience in the operation of all general equipment and imaging procedures.

- Proficient verbal communication skills and an ability to communicate to a wide variety of people in a manner appropriate to the individual.
- Commitment to personal and professional development and patient-focused care.
- Strong work ethic and ability to work collaboratively within a team.
- Ability to work innovatively and proactively ("work smarter").
- Accountability for actions and decisions.
- Effective time management and organisational skills and an ability to prioritise work.
- Ability to work under pressure and in a multidisciplinary team environment.
- Genuine empathy for patients, the public, and colleagues.
- Flexibility and adaptability.

LEADERSHIP CAPABILITIES

- Display self-knowledge: Actively seek feedback and opportunities to improve.
- Think and act strategically: Identify short term opportunities.
- Communicate vision and purpose: Lead others to agreed goals.
- Stimulate innovation: Model and encourage innovation and creative practices.
- Consolidate and continuously seek improvements: remove barriers to change.
- Fosters a positive culture: Promote collaborative and ethical decision making.

Desired:

- Experience in working on a 24/7 service roster.
- Experience in Siemens XCeed CT Scanners, CTCA, perfusion, post processing or Siemens Angiography Suite/Cath Lab
- Experience in Ultrasound cannulation.

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:

- Operate a CT scanner equipment and imaging procedures, or be willing to train in CT.
- Cannulate or willing to complete training.

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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.