

# 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 Physicist         |
| <b>Reports to</b>                           | Chief Medical Physicist   |
| <b>Location</b>                             | Wellington                |
| <b>Department</b>                           | Radiation Oncology        |
| <b>Date</b>                                 | 01-12-2026 or as agreed   |
| <b>Salary band (indicative)<sup>i</sup></b> | APEX MEDICAL PHYSICS MECA |
| <b>Children's Worker role<sup>ii</sup></b>  | No                        |

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

Medical Physicists provide scientific and professional expertise to support the safe, effective and high-quality delivery of radiation oncology services. The role contributes across all areas of radiation oncology medical physics practice, including equipment commissioning and quality assurance, radiation dosimetry, treatment planning oversight, radiation protection, service development, implementation of new technologies, education, training, and research.

The role works collaboratively within a multidisciplinary cancer service and contributes to continuous improvement, innovation, patient safety, and equitable health outcomes. The Medical Physicist practices under the professional leadership of the Chief Medical Physicist and supports the development and supervision of Medical Physics Registrars.

| Key Result Area                  | Expected Outcomes / Performance Indicators                                                                                                                                                                                                                                                                                                                             |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scientific and Clinical Practice | <ul style="list-style-type: none"> <li>• Provides high-quality radiation oncology medical physics services.</li> <li>• Practices competently within designated areas of responsibility.</li> <li>• Supports implementation and optimisation of clinical techniques and technologies.</li> <li>• Supervises and supports Medical Physics Registrars and less</li> </ul> |

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|                                          | <p>experienced staff.</p> <ul style="list-style-type: none"> <li>• Contributes to departmental service objectives and clinical outcomes.</li> </ul>                                                                                                                                                                                                                                                                                            |
| Quality and Risk Management              | <ul style="list-style-type: none"> <li>• Ensures clinical activities comply with regulatory requirements and recognised professional standards.</li> <li>• Supports quality assurance programmes and quality control testing.</li> <li>• Contributes to policy and procedure development.</li> <li>• Participates in risk identification and mitigation activities.</li> <li>• Supports a culture of continual quality improvement.</li> </ul> |
| Stakeholder Engagement and Collaboration | <ul style="list-style-type: none"> <li>• Works collaboratively within multidisciplinary teams.</li> <li>• Maintains constructive relationships with clinical and technical stakeholders.</li> <li>• Supports effective communication across services.</li> <li>• Demonstrates flexibility and responsiveness to service needs.</li> <li>• Contributes positively to team culture.</li> </ul>                                                   |
| Training, Education and Innovation       | <ul style="list-style-type: none"> <li>• Maintains professional knowledge and CPD requirements.</li> <li>• Participates in education sessions, seminars and conferences.</li> <li>• Delivers training and supervision for Medical Physics Registrars.</li> <li>• Supports research, service development and innovation.</li> <li>• Contributes to implementation of new technologies and clinical techniques.</li> </ul>                       |

| Key Result Area      | Expected Outcomes / Performance Indicators                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Access and Outcomes  | <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>                                                                                                                                                                                                                                                                     |
| Te Tiriti o Waitangi | <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>                                                                                                                                                       |
| Health & safety      | <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> |

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| <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> |
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### Matters which must be referred

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

### Relationships

| External                                                                                                                                                                                                                                                                                                 | Internal                                                                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• [Patients, whānau and carers</li> <li>• Service contractors and equipment vendors</li> <li>• ACPSEM training coordinators</li> <li>• Professional organisations and regulatory bodies</li> <li>• External medical physics networks and collaborators</li> </ul> | <ul style="list-style-type: none"> <li>• Chief medical physicist ]</li> <li>• Medical physicists</li> <li>• Medical physics registrars</li> <li>• Radiation therapists</li> <li>• Radiation oncologists</li> <li>• Radiation oncology registrars</li> <li>• Other WCC staff</li> </ul> |

### About you – to succeed in this role

#### You will have

#### Essential:

- ACPSEM Certification and Registration in Radiation Oncology Medical Physics, or overseas equivalent
- MSc Medical Physics or PhD Physics
- Significant and relevant clinical experience in radiation oncology medical physics

#### Desired:

- [Demonstrated interest in research and development

#### 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.

- Achieve high standards of professional competency
- Make good decisions based upon a mixture of analysis, wisdom, experience and judgement
- Be self-directed with a high degree of personal initiative
- Orchestrate multiple activities at once to accomplish a goal
- Prioritize and work to deadlines
- Work effectively in a multi-disciplinary team as well as independently
- Communicate effectively, both verbally and in writing
- Listen actively and attentively
- Respond in a non-defensive way when asked about errors or oversights, or when own position is challenged
- Deal effectively with conflict and diffuse even high-tension situations comfortably
- Display a professional work ethic
- Arrange information and files in a useful manner
- Undertake work of a physical nature such as lifting equipment or pushing trolleys
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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.