

**CHATHAM KENT HEALTH ALLIANCE
MANAGER DIAGNOSTIC IMAGING
DIAGNOSTIC IMAGING DEPARTMENT
REGULAR FULL TIME**



POSITION SUMMARY

Reporting to the Vice President and Chief Financial Officer and working in conjunction with the Medical Director, the Manager is responsible for the administrative coordination of Diagnostic Imaging Services. The Manager provides leadership, direction, guidance and fosters an environment that encourages service excellence, operational efficiency, the development of long-term relationships and the utilization of current technology. The Manager ensures quality patient care through day-to-day planning and coordination of human and material resources and uses clinical knowledge and leadership skills to promote the delivery of optimal care to all patients.

- Clinical leadership in the development of professional standards of practice for the area/service
- Coordination of the day-to-day operation including:
 - Labour relations – ensures provisions of collective agreements, scheduling adequate staffing levels.
 - Human and financial resource management, monitoring effective use
 - Training - Occupational Health and Safety, WHMIS, Infection Control, Performance Appraisals.
 - Quality Control, Quality Assurance, Risk Management, and the development of a department utilization plan
- Participation on various internal and external committees, and acts as team leader as appropriate
- Establishes and monitors hospital policies/procedures to reflect licensing requirements.
- Development of Patient and Staff education programs
- Provide knowledge and direction of all Diagnostic Imaging services to all members of the Health care team and to the community.
- Communications with patients, family, physicians and staff

QUALIFICATIONS

- Current registration with the College of Medical Radiation Technologists of Ontario is required; a degree in Business Administration/Commerce is preferred.
- Several years Diagnostic Imaging experience combined with at least five years experience with the management and operation of a Diagnostic Imaging Department are essential.
- Previous management experience in a clinical setting
- Previous experience in budgetary preparation and analysis
- Satisfactory attendance.
- Excellent interpersonal skills.
- Demonstrated leadership, coaching, and mentoring skills.
- Demonstrates a commitment to Continuing Quality Improvement, and excellence in patient care.
- Computer literacy, and demonstrated superior communication skills (verbal and written).
- Development of corporate and program strategic planning and evaluation
- Creative and innovative.
- Demonstrated participation in building a culture of safety and partnering with each other to improve the safety of patient care processes and systems.
- Demonstrated performance reflecting the Mission, Vision, Values and Code of Conduct of Chatham-Kent Health Alliance.

Must quote job # 09-096

Submit your resume to :
Chatham-Kent Health Alliance.
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Chatham, Ontario
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