

Position Description

Radiology Digital Systems Manager

Classification:	AF35 / HS9
Business unit/department:	Radiology
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☒ Royal Talbot Rehabilitation Centre ☐ Other ☐ (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026 Victorian Public Health Sector (Health and Allied Services, Managers and Administrative Officers) (Single Interest Employers) Enterprise Agreement 2021-2025 Choose an item.
Employment type:	Full-Time
Hours per week:	40hrs per week. ADO per 4-week roster cycle. On-Call requirements.
Reports to:	Operations Director, Radiology & MIT
Direct reports:	2-6 staff.
Financial management:	Budget: Nil
Date:	27.10.2025

Position purpose

The Radiology Digital Systems Manager is responsible for the technical and operational management of the specialty clinical applications that constitute the Austin Health medical imaging platform. Responsibilities include management of specialty clinical applications (PACS, RIS and associated systems), image storage management, hardware management, integrations management, system maintenance, system upgrades and new application implementation. Responsibilities are performed in alignment with the clinical imaging strategic plan set by the Radiology Directors, and in collaboration with the Radiology clinical team, MIT clinical team, Austin Health IT Team, external vendors and other stakeholders as required. The role leads a small team of technical and administrative staff that work collaboratively with Radiology, MIT and Organisational stakeholders to deliver contemporary, efficient and innovative imaging services.

Imaging Services

The medical imaging platform underpins the provision of all clinical imaging services within Radiology and Molecular Imaging & Therapy (MIT) Departments at Austin Health. The medical imaging platform incorporates the RIS Application, PACS Application and a broad range of other specialty clinical software applications that are used to deliver contemporaneous clinical imaging for both Radiology and MIT Services.

Austin Health Radiology Department is a tertiary level service, performing a very broad range of clinical imaging to an extensive range of services including inpatient care, emergency care, outpatient clinics, and private referrers. The department undertakes approximately 180,000 examinations per year, with services provided across 3 campuses – Austin Hospital, Heidelberg Repatriation Hospital and Royal Talbot Rehabilitation Centre. Clinical imaging services include X-ray, Fluoroscopy, Mammography, Ultrasound, CT, MRI, Theatre, and Angiography. Services continue to grow more complex in nature, in alignment with the continuous advancement of clinical imaging systems, with associated continuous increase in the complexity of medical imaging platform management.

Austin Health MIT Department is a tertiary level service, performing approximately 18,000 examinations per year, with four core service components including Nuclear Medicine, PET, Bone Mineral Densitometry and Radionuclide Therapy. The Department provides services across Austin Hospital and Heidelberg Repatriation Hospital campuses. The department has state of the art radiochemistry and radiopharmacy laboratories that support clinical service provision and an extensive range of research activities.

Position responsibilities

Specialty Clinical Imaging Application Management:

Leadership, Strategy and Innovation:

- Act as the primary point of contact for all specialty application and image storage related enquiries and issues.
- Lead the resolution of technical problems associated with specialty applications, with communication and escalation of issues in alignment with defined procedure(s).
- Develop and maintain a digital strategic plan/roadmap in collaboration with Radiology Directors and key stakeholders.
- Develop and maintain a formal specialty applications management program in alignment with digital strategic plan.
- Proactively monitor and evaluate emerging technology trends and innovations in Radiology and Digital Health, including but not limited to artificial intelligence, to identify strategic opportunities that advance departmental capabilities and inform ongoing digital transformation planning
- Participate in the selection and purchase of new specialty applications in alignment with digital strategic plan and management program.
- Lead the delivery of application upgrades and new applications in alignment with digital strategic plan and management program, using change management approaches that include stakeholder engagement and communication planning, through to resistance management, user training delivery, implementation execution to post-implementation evaluation.
- Departmental representation in organisational technology committees / forums / change processes.
- Establish and maintain strategic vendor partnerships

Software:

- Manage daily operation, maintenance and performance of specialty applications, ensuring data integrity and system uptime.
- Manage the compliance of specialty applications with hospital policy / procedure / guidelines and external regulations, with timely communication and mitigation of risks when identified.
- Manage importation and storage of external imaging into speciality applications, in alignment with defined procedure(s).
- Facilitate and monitor the required integrations of specialty applications with imaging equipment and other hospital systems in collaboration with Austin Health IT and external vendors.
- Manage departmental data reporting requirements, including the development and maintenance of departmental customised PowerBI reports for business, operational and clinical needs
- Develop and maintain a database of all departmental specialty clinical applications in collaboration with Radiology/MIT Business Manager.
- Participate in the selection, purchase and installation of new specialty applications in alignment with digital strategic plan and management program.



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Hardware:

- Facilitate and monitor required hardware for specialty applications and image storage in collaboration with IT.
- Manage departmental IT equipment fleet and purchasing requirements.
- Collaborate with IT to facilitate departmental IT equipment requirements managed through organisational lease(s).
- Develop and maintain a database of all departmental IT equipment in collaboration with IT.
- Participate in the selection, purchase and installation of new hardware, in collaboration with IT, in alignment with digital strategic plan and management program.

Governance, Security and Compliance:

- Ensure compliance with healthcare cybersecurity frameworks and data protection regulations
- Develop and maintain information governance policies for imaging systems
- Lead risk assessment and mitigation strategies for digital health systems
- Coordinate with hospital IT security team on threat management and incident response
- Maintain audit trails and compliance documentation for regulatory requirements

Education/Training:

- Develop and deliver specialty application training programs to ensure effective specialty application use.
- Develop and maintain a comprehensive specialty application management manual, with clearly defined and standardised practice for application management duties.

Other duties as required

Team Management:

- Lead and manage small team of technical / administrative staff performing specialty clinical imaging application management and external image management duties.
- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives.
- Ensure incident management systems are applied, and a response to local issues and performance improvement occurs.
- Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements.
- Perform human resource management of Radiology systems office staff including recruitment, rostering, and leave management.
- Provide timely performance, coaching and guidance when required in accordance with the Austin Health performance management policy.

Selection criteria

Essential skills and experience:

- Recent minimum 10 years' experience within Medical Imaging or Health Technology
- Demonstrated detailed understanding of Radiology specialty application management requirements (software and hardware)
- Demonstrated understanding of the role / general principles of interoperability standards such as HL7, DICOM and FHIR
- Demonstrated understanding of the role / general principles of SQL and relational databases
- Demonstrated understanding of the role and future opportunities of artificial intelligence applications in medical imaging and healthcare
- Previous leadership / team management experience
- Previous electronic workflow management application experience



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- Highly developed interpersonal skills and stakeholder engagement abilities
- Highly developed conceptual, analytical and problem-solving skills
- Demonstrated initiative and the ability to develop innovative solutions to problems
- Demonstrated ability to successfully plan and deliver health technology change
- Demonstrated ability to manage competing priorities and meet specific deadlines
- Demonstrated ability to work with a broad range of stakeholders
- Demonstrated ability to develop and deliver technology-based training programmes
- Demonstrated ability to develop documented resource materials

Desirable but not essential:

- Radiology specialty application management experience
- Experience with business intelligence tools and radiology metrics analysis
- Office365 Advanced Applications Experience: such as PowerApps, Power Automate, Power BI (dashboard development, data modelling, KPI visualisation)
- Integration with healthcare data sources
- Emerging Technology Experience – such as AI radiology solution implementation, bespoke healthcare software development, cloud-based imaging platforms, Vendor neutral archive, SQL database management

Professional qualifications and registration requirements

Tertiary qualification in one of the following disciplines:

- Medical Radiation Science (with AHPRA registration)
- Health Informatics / Digital Health
- Information Systems / Computer Science
- Related field with substantial healthcare IT experience

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.



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- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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