Position Description

POSITION TITLE:	**State Radiographer**
REPORTS TO:	**Director Quality and Clinical**
Care EMPLOYMENT TYPE/STATUS:	**Part time (0.6 FTE)**
EMPLOYMENT STATUS:	**Fixed term, 12 months (Parental leave cover)**
CLASSIFICATION:	**Level 8**
DATE REVIEWED:	**October 2026**

Team Overview

The Quality and Clinical Care Team is responsible for enabling the delivery of best practice and consistent clinical and client care across BreastScreen Victoria.

This responsibility translates to the following key functions:

1. Facilitate continuous quality improvement and clinical governance through the provision of advice to BreastScreen Victoria services including Screening Services, Reading and Assessment Services and the BreastScreen Coordination Unit.
2. Support and manage screening services directly run by BreastScreen Victoria, including fixed screening sites and the Mobile Screening Service.

The Quality and Client Care Team is responsible for:

- Ensuring services are delivered in accordance with the Quality Management and Risk Management Frameworks, individual clinical policies and guidelines and the BreastScreen Australia National Accreditation Standards.
- Development, implementation and review of standard operating procedures to provide consistency of service.
- Management of service partnerships to drive quality improvement
- Monitoring and reporting service performance to NAS
- Supporting services with state-wide and site-specific projects
- Management of client feedback, compliments and complaints processes

Role Objective

The State Radiographer contributes to state-wide process improvement and quality initiatives, and develops systems to enhance radiography performance and outcomes across the state.

Ensuring that each client receives the best possible care when they visit or connect with BreastScreen Victoria is a core element of our values and focus of the strategic plan. The State Radiographer will apply this principle by demonstrating leadership in a culture where the clients come first in everything we do. They will support the Director Quality and Clinical Care to ensure that quality processes and other BSV processes are consistent with this aim and any changes to systems or practice should consider the impact on women using the service. This position is integral in supporting the development of BSV policies.

This position oversees the Designated Radiographer and Radiography at our direct services including Burgundy Street, Mobile Screening Services and South Morang clinics. The State Radiographer provides leadership across BreastScreen Victoria by driving clinical quality and best practice initiatives and convenes a professional peer group of Designated Radiographers from each BreastScreen service (Radiography Quality Group) to support quality improvement.

Key Responsibilities – Include but not limited to:

	Key Responsibility	**Success Measures**
1	**BSV Operational responsibilities** Ongoing development of best practice mammography processes and fostering of a quality improvement culture and foster a culture of peer-support and learning Provide expert advice to Designated Radiographers and senior BreastScreen staff. Convene the Radiography Quality Group. Support the Director Quality and Clinical Care to enhance state-wide monitoring and quality improvement initiatives in relation to radiography and quality generally	

	Drive excellence in radiographer image quality initiatives and results across Victoria, including supporting image quality reviews and adherence to relevant NAS requirements. Support the achievement of National Accreditation standards through monitoring, identifying issues and improvement strategies. Represent BSV in national forums and professional interest groups. Support of BCU Direct Services, including Burgundy St and South Morang Clinics and the Mobile Screening Service. This may include occasional screening and training staff at these and other clinics.	
2	**Risk Management** Adhere to the Risk Management Framework and related reporting requirements. Contribute to the review of the risk register where relevant. Participate in workshops and provide advice regarding ICT/process improvement projects (such as ERM) and clinical policy development. Working with the Director Quality and Clinical Care and Manager Quality and Accreditation to support the development and implementation of relevant policies. Anticipate and mitigate operational risk. Participate in the feedback, compliments and complaints process, particularly when it relates to clinical processes and procedures.	
3	**Financial Resource Management** Support the Quality and Clinical Care team to work within agreed budget.	
4	**Human Resource Management** Communicate and collaborate on strategy, organisational and individual work plan. Regularly review performance and work plans for Direct Services Designated Radiographer of Direct Services. Train, coach and provide ongoing development for Direct Services Designated Radiographer. Work with the Direct Services Designated Radiographer to train and provide ongoing support and development to Direct Services radiographers.	

5	**Project Management** Delivery of agreed projects as detailed in the workplan. Identify opportunities for BSV to continually improve service to clients.	
6	**Performance to Strategic focus areas** Contribute to the development and implementation of strategic initiatives which deliver on the strategic objectives, as agreed	
7	**Committee Participation** Lead Radiography Quality Group Participation in other committees as required (eg Victorian Quality Advisory Committee)	
8	Other duties as directed by the Director Quality and Clinical Care that contribute to an individual work plan	

Level of Supervision and Independence

Reporting to the Director Quality and Clinical Care, the State Radiographer has one direct report – Designated Radiographer at Burgundy Street. The position requires leadership through influence with internal and external stakeholders.

As a level 8 employee, as per the BSV Enterprise Agreement, this role requires a high level of management and organisational skills, specifically the ability to contribute to the strategic plan of BSV. The incumbent will be required to take a broad, ongoing leadership role as well as work effectively in a team environment at a senior level, with the capacity to lead and support others.

A high level of interpersonal and negotiating skills, excellent communication and the ability to liaise and negotiate with stakeholders at a senior level will be required whilst monitoring resources and balancing competing priorities to achieve results.

Level 8 employees are required to draw on specialist skills and knowledge and demonstrate the ability to anticipate and assess the impact of change. Furthermore, it is expected that the position will create and foster awareness of the opportunity for change and create an environment conducive to change.

Key Behaviours

BreastScreen Victoria provides positive guidelines around key behaviours and values to ensure the work of all employees is effective, respectful and contributes to the positive culture of our organisation. Adherence to the BSV Performance Behaviours Dictionary, Code of Conduct and other relevant organisational policies and procedures is an ongoing requirement of the role.

Key Selection Criteria

Academic Qualifications	
ESSENTIAL	**DESIRABLE**
Current registration as a Radiographer with AHPRA	Membership of Australian of Medical Imaging and Radiation Therapy
Victorian Radiation Licence	Certificate IV in Training and Assessment
Certificate of Mammographic Practice (CMP) or equivalent	
Technical abilities & skills	
ESSENTIAL	**DESIRABLE**
Clinical expertise: extensive practical experience in breast imaging in a screening program	Strong knowledge of the BreastScreen Australia program, or similar programs, and national standards
Leadership: ability to communicate with influence and inspire a culture of innovation amongst experienced professionals; experience as a supervisor and mentor	Experience with project management techniques or working within a structured project.
Strategic thinking and Systems thinking: ability to develop systems and processes to support consistency at BSV aligned to best practice. For example: Systems to monitor performance and enhance practice	

Problem-solving: ability to identify and address critical issues and develop strategies for enduring, state-wide improvement	
Experience working in a multi-disciplinary team and establishing credibility with other clinical and professional groups	
Computer skills: Self-sufficiency in office applications, including Excel	

Personal Abilities & Behaviours	
ESSENTIAL	**DESIRABLE**
Strong leadership skills	Problem solving skills
Excellent verbal and written communication skills	
Organised and flexible	
Client focused	

Relationships

INTERNAL	**EXTERNAL**
Members of Quality and Clinical Care team	Designated Radiographers in each BreastScreen Service
CEO and other members of the Senior Management Team	While most improvement work will be done through RAS Designated Radiographers, there may be some contact with Contract Managers and Supervisors of Radiography at SSPs.
	Radiography training centre.

Diversity & Inclusion

We are committed to promoting diversity, inclusivity and accessibility within our workplace, and encourage people from diverse communities and backgrounds to apply for roles at BreastScreen Victoria. This includes (but is not limited to): people from multicultural backgrounds; LGBTIQA+ communities; Aboriginal and Torres Strait Islander descent; and people with disability.

BreastScreen Victoria have a number of policies, procedures and systems that promote inclusive behaviours throughout our workforce. They are all key indicators for successful performance in this role.

About BreastScreen Victoria

BreastScreen Victoria operates a population-based breast cancer screening program that aims to reduce the impact of breast cancer and save lives through early detection. We provide free breast screens (mammograms) to women and the trans and gender diverse community aged 40 and over without breast symptoms, targeting those aged 50 to 74 years who are proven to benefit the most from population-based screening.

We are contracted by the Victorian Department of Health to deliver breast screening in Victoria as part of the national BreastScreen Australia Program.

BreastScreen Victoria operates across a network of permanent and mobile screening clinics and assessment services to provide high-quality and inclusive care for the Victorian community.

Our program is client-focused, embedding client input and feedback at every stage.

Our services are quality assured and accredited under the BreastScreen Australia National Accreditation program, and our performance is measured against the National Accreditation Standards.

Our program



The BreastScreen Victoria program is for women, including eligible trans and gender diverse people.



The program is for women with no breast symptoms.

50-74

BreastScreen Victoria invites women aged 50-74 to get a breast screen (mammogram), based on evidence that screening is most effective in this age group. The program is also open to women over 40.



A breast screen is recommended every two years.



Clients may be called back for further tests. This does not mean breast cancer is present; however, more tests may be necessary.

How we deliver our program



The BreastScreen Victoria program is free.



A breast screen takes just 10 minutes.



No Medicare or doctor's referral is needed.



All breast screens are conducted by experienced woman radiographers.



Breast screening and assessment services are available across Victoria. Two mobile screening services provide screens in rural and regional communities.

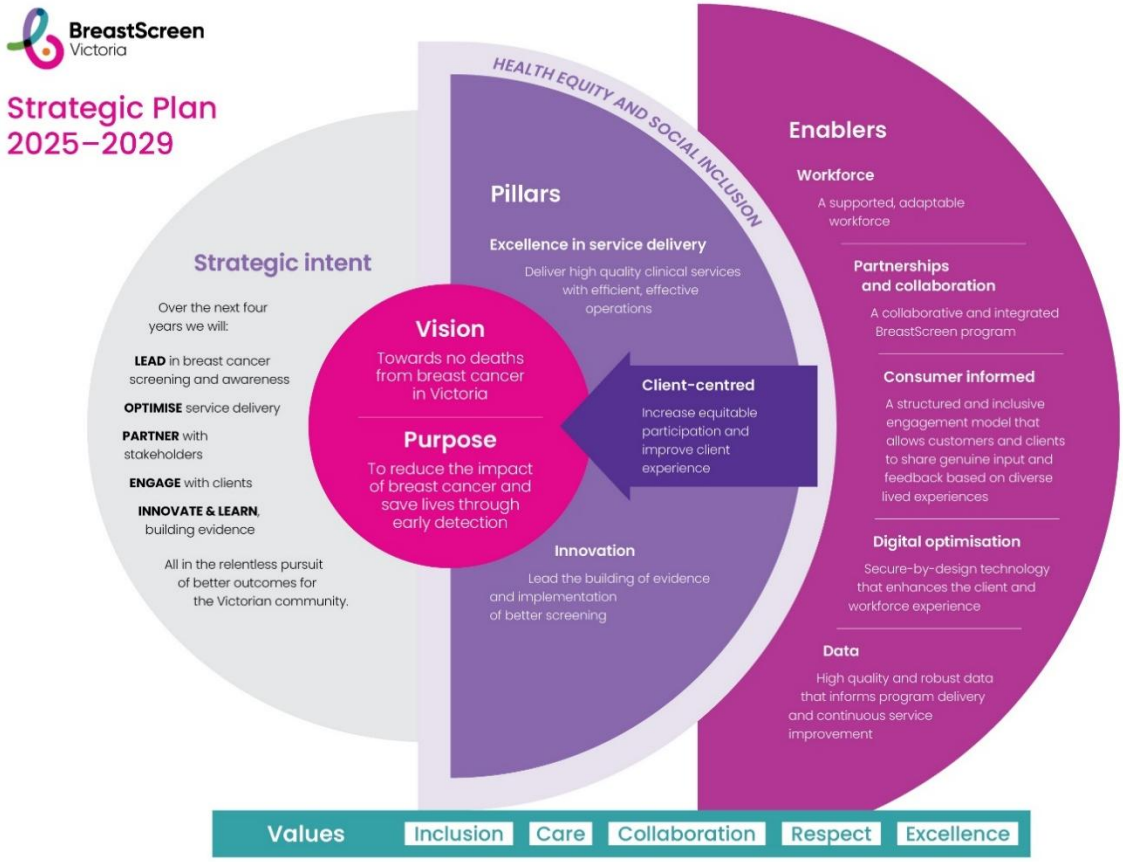
Strategic Plan 2025-2029

Our Strategic Plan for 2025–2029 sets a bold vision and purpose, guiding our organisation toward a future of no deaths from breast cancer in Victoria.

This Plan is closely aligned with the Victorian Cancer Plan and the Australian Cancer Plan, both of which emphasise inclusive participation in breast cancer screening and enhancing outcomes across priority populations.

Our people are at the heart of everything we do. This Plan highlights the focus and investment needed to build a supported, adaptable workforce, with strong program and clinical leadership and new capabilities, both now and into the future.

Developed through extensive consultation with consumers, service providers, staff, partner organisations, and government stakeholders, this Plan reflects a shared commitment to delivering equitable, high-quality breast screening services for all.



Understanding and acceptance of Position Description

Employee Signature: _____ Date: _____

Employee Name: _____

Manager Signature: _____ Date: _____

Manager Name: _____