
VACANCY POSTING

Vacancy:	Sonographer
Description of Position:	Regular Part time
Number of Vacancies:	2 Positions
Unit:	Diagnostic Imaging
Employee Group:	CUPE Clerical/Technical
Wage Grid:	\$37.64 - \$51.98
Shift Work:	Yes
Weekend Work:	Yes
Date Posted:	August 7, 2026
Closing Date & Time:	August 14, 2026 at 1700 hours
Reference Number:	26-121 122 RPT SONOGRAPHER

Please note this posting is for an existing vacancy

ROLES AND RESPONSIBILITIES

PATIENT SAFETY

Every employee's responsibility is to ensure that the hospital's patient safety goal continues to be the centrepiece of our quality and risk management program and that every patient is treated within a safe environment. To ensure compliance with this goal, each employee must:

- Find, report, and prevent incidents/near misses or adverse effects
- Communicate/report areas of concern immediately to your Manager
- Complete a Near Miss Form or Incident Report to communicate or report incidents or near misses

SUMMARY OF POSITION:

Reporting to the Clinical Manager - Diagnostic and Cardiac Imaging, the Sonographer serves as a medical imaging professional providing clinically relevant information to assist the physician with the diagnosis and treatment of patients. Activities are performed consistent with their education and training, and in accordance with facility policies and procedures and applicable professional standards.

NATURE AND SCOPE OF WORK

- Carry out ultrasound procedures as ordered by the hospital medical staff and assist the Radiologists in the performance of their functions
- Work to full scope of practice.
- Take part in the technical discussions regarding ultrasound routines, procedures, equipment, etc. and planning procedures as it affects the Ultrasound Department
- Maintain and practice high standards of public relations awareness
- Carry out hospital policies and procedures as outlined in the various appropriate manuals

- Maintain and clean ultrasound equipment whenever possible and arrange service calls regarding breakdowns/maintenance procedures when these are appropriate
- Maintain stock levels of products required in the Ultrasound Department
- Consult with sales representatives regarding new products and procedure
- Oversee unqualified technical staff when carrying out ultrasound procedures
- Maintain departmental records and assist the Team Leader in the preparation of reports when necessary.
- Report to the Team Leader regarding equipment malfunctions and assist with other problems arising in the ultrasound area of the department
- Responsible for the functioning of the Ultrasound Department in the absence of the Team Leader or Management
- Assist the Team Leader with their functions and carry out their requests as required
- Responsible for the independent operation of sonographic equipment and the performance of Ultrasound procedures as described in established policy and procedure
- Perform diagnostic sonography procedures using independent judgement to accurately differentiate between normal and pathological findings
- Evaluate and provide impressions of scans
- Adhere to OH&S and Infection Control policies
- Assume responsibility for the safety and physical comfort of patients while in their care
- Maintain a clean and orderly work area while using accessory devices in an appropriate and safe manner
- Assisting in the instruction of students and orientation of other staff
- Providing timely and accurate documentation of procedures in Epic and PACS
- Maintain efficient and effective work practices
- Perform equipment QC as required

QUALIFICATIONS

- Registration with the Canadian Society of Medical Diagnostic Ultra sonographers and the American Society of Diagnostic Medical Sonographers.
- CMRTO Membership essential
- Experience in providing general sonography exams essential.
- Breast sonography course or willingness to complete breast sonography training essential.
- Sonography Canada membership is an asset
- Demonstrated excellence in organizational, interpersonal, problem solving, decision making and communication skills
- Demonstrated knowledge of Diagnostic Imaging Department functions
- Demonstrated knowledge of respective professional discipline practice and administration and health law
- Demonstrated record of good availability and attendance
- Available for standby and call back
- Ability to lift and transfer patients
- Ability to work with patients, members of the health care team and the general public
- Responsible for their own professional development
- Observe strict confidentiality of all patients and hospital related information.
- Demonstrates a professional and respectful attitude towards patients, the public and colleagues
- Responsible for own professional development
- All new employees must obtain a satisfactory Police Check (vulnerable sector)

ALIGNMENT WITH WDMH COMMITMENT STATEMENT

The duties and responsibilities of this position include alignment with the Winchester District Memorial Hospital's Commitment Statement. It is the Hospital's mandate to ensure that all employees adhere to the following as a duty of their employment:

Our Commitment

We are here to care for our patients with compassion - close to home and with our partners.

We pursue excellence in all we do.

We are one team. We value respect, accountability, innovation, and learning.

APPLICATION INFORMATION

Further information is available from **Sean Burnett, Clinical Manager at extension #6339**. Interested employees should apply in writing, by email only indicating their qualifications to Brenda Fancey, Corporate Manager - Recruitment, Compensation and Benefits at bfancey@wdmh.on.ca. When applying for any posted vacancy it is mandatory that you provide a thoroughly completed Application for Employment or attach a resume with all of the necessary information to assist in determining whether you meet the requirements of the position as outlined on the posting. Failure to do so will result in your application being screened out of the competition.

At WDMH, we want you to experience work that is positive and rewarding -- in a safe, supportive and professional environment. We are driven by Compassionate Excellence and are committed to providing an inclusive and barrier-free work environment. We invite all qualified applicants to explore careers with WDMH.

Accommodations are available on request for candidates taking part in all aspects of the selection process.