

Open Position: Regional Imaging Center Manager

Title: Regional Imaging Center Manager

FLSA Status: Exempt (Salary)

Location: Mount Vernon, WA

Job Status: Full-time

Supervisory Responsibility: Yes

Travel Required: Yes, locally and to Alaska

Work Schedule: M-F, 8-5; OT as needed

Who We Are:

Established in 1972, Skagit Radiology, Inc. P.S. provides sub-specialized diagnostic and interventional radiology services to Northwest Washington State, as well as two sites in Alaska. Our staff incorporates the latest technology in medical imaging and image-guided therapy into cost-effective clinical practice. We actively maintain a leadership role in providing these services to the medical community and collaborate with other health care providers to continuously improve patient care. Our shared values include mutual respect, teamwork, superior service, professionalism and confidentiality.

Position Summary:

Skagit Radiology, Inc. P.S. is seeking a dynamic and proactive leader to join our entrepreneurial driven team. The Regional Imaging Center Manager will lead, direct and coordinate the daily activities of our multi-modality outpatient imaging centers, and directly supervise a team of lead technologists, support staff, and call center personnel. Essential skills include expertise in outpatient imaging, experience in health care leadership, a keen focus on quality, and exceptional interpersonal communication. This position requires a demonstrated passion for driving exemplary patient experience, and a focus on seamless and efficient operations. This position is a key strategic member of the leadership team, and will work closely alongside the business development, revenue cycle, accounting, and administrative teams.

Principal Duties & Responsibilities:

- Direct all day to day imaging center activities to ensure smooth and efficient operations for patient flow, patient care, and quality assurance.
- Manage a team of Technologists (MRI, CT, X-Ray & Ultrasound), Front Desk Receptionists and other Imaging Center Support staff, with assistance from position leads.
- Direct all staff activities including, coordinating schedules and breaks, providing training and guidance, reviewing and approving timecards and time off requests, conducting performance evaluations, etc.
- Promote AIDET service principles in all interactions with staff members and patients.
- Set clear and specific expectations/objectives for the imaging centers and imaging center staff.
- Oversee procedures and best practices to streamline processes for center operations.
- Manage and utilize staff to their fullest potential by motivating and challenging them to achieve results while offering developmental and educational opportunities as appropriate.
- Other duties as required.

Required Education, Training & Experience:

- Four-year degree in business or a related field and/or equivalent experience.
- A minimum five (5) years of experience in Imaging Center/Radiology management or hospital administration strongly preferred.
- Certification in Radiology by the ARRT with advanced certification(s) strongly preferred.

Benefits:

- Competitive Compensation (DOE)
- Employer Paid Medical

- Employer Paid AD&D Life Insurance
- Paid Vacation, Sick Leave, Extended Illness, and Holiday
- Generous 401(k) Plan

If this sounds like you, please submit your résumé and a cover letter explaining why you are interested in this position via email to careers@skagitradiology.com.

The position is open until filled. No phone calls please.