

Position Description

TITLE	Health Team Nurse
TEAM	Glasgow Commonwealth Games 2026
REPORTS TO	Health Team Lead
DATE	October 2025

Purpose of the Position

- The Health Team Nurse will be a key member of the wider Performance Support team providing nursing and clinical support to members of the New Zealand Team, during the Glasgow Commonwealth Games 2026. In addition, the Health Team Nurse will support the administrative requirements of the Health Team.
- The required Games-time commitment is approximately July 18 – August 3, 2026,
- The Health Team Nurse may be allocated specific roles and responsibilities in the pre-Games, Games, and post-Games periods.
- The Health Team Nurse will work closely with the multi-disciplinary Health and Performance Teams at the Games
- The Health Team Nurse will be required to attend Team Support forums prior to the Games

Key Duties

Contribute to the efficient and effective operation of the NZOC Health Team at the Glasgow Commonwealth Games 2026, by providing highest quality clinical nursing and administrative support services, including but not limited to:

Clinical:

- In collaboration with the NZOC Health Team Lead, ensure the required team medications and consumables are ordered, collated, and transported to the Games.
- In collaboration with the NZOC Health Team Lead, establish and operate a safe and effective NZOC Health Team triage process within the Glasgow Village environment.
- In collaboration with the NZOC medical practitioners, facilitate the efficient management of clinical care, including but not limited to: wound management, prescription allocation, infectious disease and PPE management (including COVID-19), and general clinical support.
- Assist in the provision of clear communication and support to athletes, coaches and support team, as the first point of contact with the NZOC Health Team
- In collaboration with the NZOC medical practitioners, facilitate the successful implementation and utilisation of the electronic medical records system.
- Ensure that accurate and complete records of consumables and other stock is managed in an ongoing manner for the duration of the Games
- Ensure consumable levels for the NZOC Health clinic are maintained as required

Administrative:

- Provide accurate and timely reception support, including word processing, report preparation, photocopying and scanning as necessary.
- Ensure accurate and complete data for all medicine/physiotherapy/massage encounters are accumulated.
- Ensure appropriate operational and administration processes are followed for managing appointments, ACC/Health Insurance requirements, and support the practitioners.
- Assist in ensuring meeting requirements (including catering, room requirements, agendas) are optimised.
- In combination with the entire NZOC Health Team, ensure the medical and rehabilitation areas are fully equipped, clean and tidy.
- Ensure that laundry procedures are in place and managed.
- Assist the NZOC Health Team Lead in administrative matters in preparation for the Games.
- Any other duties as required by the NZOC management and Health Team.

Essential Qualifications/Experience

- Registration with the Nursing Council of New Zealand.
- Completion of a Nursing Council assessment of nurse practitioner competencies.
- A current level 6 ACLS certificate (validated every 24 months) and CPR certificate.
- Capability and experience in utilising ECG.
- A minimum of four years of experience in a specific area of practice.
- Experience with managing PPE in a clinical environment.

Desired Experience

- Operational involvement in a major multi-sport event.
- Experience working with elite athletes in a high-performance sport environment.
- IT literate with experience in triage and reception duties.
- Ability to operate efficiently in the required Electronic Health Record.
- Demonstrated ability to work effectively within a team and under pressure.
- Outstanding customer service skills with proven ability to provide responsive customer focussed support.
- Strong attention to detail and proven ability to multi-task effectively.
- Proven ability to adhere to confidentiality requirements.
- IT literate, including competency in MS Word, Excel and other programmes.



Essential Personal Attributes

- A commitment to assist in the development of a performance focused team environment.
- An ability to work as a team player.
- Flexible and conscientious approach to work.
- A passion for sport.
- Uses initiative.
- High energy and self-starter.
- Good communicator.

Remuneration

- If the successful candidate is an HPSNZ employee, this may be considered a normal working arrangement
- If not an employee of HPSNZ, there will be a service fee paid by the NZOC of \$250 per night away for the duration of your time overseas with the Team at Games-time. Outside of Games-time, your time will be offered on a voluntary basis; this may include attendance at the Team Support forums and any allocated pre- and post-Games duties/tasks.
- Costs for Games-related air travel, outfitting, accommodation and food will be met by the NZOC

Tenure of Post

The tenure of this post is from appointment through to one month post the end of the Games (to allow for completion of any post-Games reporting requirements)

Application Process

Appointment Timeline	
Applications Open	October 20, 2025
Applications Close	October 31, 2025
Short listing & interviews (if required)	From November 3, 2025

To compete an Expression of Interest please complete the [questionnaire via this link](#).

Please contact Ryan Archibald, NZOC Team Services Director if you wish to discuss or require further information on the Job Description or application process:

Email: ryan@olympic.org.nz | Phone: 021 050 0220

