



Glasgow 2026 Commonwealth Games – Job Description

Job title:	Assistant Health and Safety Manager
Division:	Executive Office
Department:	Chief Executive Office
Reports to:	Director - Executive Office and Social Impact
Location:	Glasgow

Background to the Glasgow 2026 Commonwealth Games

The journey to Glasgow 2026 starts now – and we want **YOU** to be part of it!

Get ready for a brilliant new era for the Commonwealth Games, blending world-class sport with a sustainable, future-focused vision. With less than one year to go, Glasgow will transform into a global hub for sport and culture, welcoming 3,000 athletes from 74 nations, across 11 days of action, fuelled by the city's unstoppable energy and passion.

Glasgow 2026 is set to revolutionise the Games, with a bold, 'Clyde Built' experience that reflects the city's resilience and innovation. This is more than just an event; it's a movement – a celebration of unity, equality, and sporting excellence. A movement that will not only deliver a world-class sporting experience but will also create a lasting legacy, maximising social and economic benefits for the city and the Commonwealth.

But none of this is possible without safety at its core. That's why we're looking for an experienced and confident **Assistant Health and Safety Manager** to take on one of the most important roles in the Organising Committee. You will govern the OC's Health and Safety Management System, ensuring policies, procedures, and risk assessments are embedded and effective across all projects, venues, and operations.

Working closely with colleagues in People, Event Safety and Security, and across the wider OC, you will help deliver a robust and aligned Health and Safety framework, ensuring transparency, accountability, and proactive risk management. This is a unique opportunity to shape the safety culture of one of the world's most exciting sporting events.

If you're someone who thrives in fast-paced environments, who can balance governance with practical solutions, and who is motivated by the challenge of keeping thousands of people safe while delivering a once-in-a-lifetime global event, then Glasgow 2026 is the place for you.

This is an exciting opportunity to be at the heart of a world-class event, working with passionate professionals and visionary leaders who are committed to showcasing

Scotland on the international stage as well as delivering excellence for athletes and local communities.



Role Summary / Key Accountabilities

As Assistant Health and Safety Manager, you will act as the trusted knowledge hub for occupational health and safety across the OC. You will also play a vital role in contractor management, incident reporting, and organisational compliance, while supporting leadership teams and engaging confidently in governance forums such as the Audit and Risk Committee or Board if required.

Above all, you will ensure that every individual working on or with Glasgow 2026 can operate in an environment that protects their health, safety, and wellbeing.

- Serve as a professional trusted knowledge hub for all OC staff.
- Manage the Health and Safety Management System including all Policies and Procedures
- Lead on the management of the Health and Safety Management System, ensuring all staff are supported with clear policies, adequate training, and effective risk assessments.
- Oversee incident reporting and investigation processes, ensuring lessons are captured and shared, and you will ensure the OC remains fully compliant with UK legislation and regulatory requirements.
- Advise on fire safety and contractor management, and you will design and deliver awareness campaigns that help build a positive, proactive safety culture
- Ensure adequate Risk Assessments are in place and engagement, and training can be evidenced
- Manage the Health and Safety Training and Awareness Campaigns
- Manage the Incident Reporting and Investigation Management System ensuring regular reporting to ELT, ARC and Board.
- Provide ongoing organisational support to the wider Executive team to increase effectiveness of the wider leadership team.
- Ensure the OC is compliant in all Health and Safety recommending Assurance and Deep Dive reviews as required
- Management of Contractors
- Review and management Fire Safety Management for the workspace

The responsibilities of this role will evolve during the lifespan of the OC and the changing needs of the Games.

The employee will be responsible for adhering to all company health and safety policies and procedures. Responsibilities of the role will evolve during the lifespan of the OC.



Knowledge & Experience

Essential

- Proven experience in Health and Safety Management.
- Strong knowledge of UK health & safety legislation and risk management principles.
- Demonstrated experience of incident investigation and corrective action management.
- Ability to produce clear, concise risk assessments and reports.
- NEBOSH General Certificate (or equivalent) as a minimum.
- Construction (Design and Management) Regulations 2015 knowledge and experience.
- Background in fast-paced organisations

Desirable

- Exceptional organisational and multitasking ability, balancing competing priorities calmly and effectively.
- Excellent written and verbal communication skills, with a sharp eye for detail.
- Confident across digital tools (Google Suite, Microsoft Office, collaboration platforms)
- Strong interpersonal skills and excellent at relationship building with experience of building a rapport with senior internal and external stakeholders.

Personal Characteristics

- A natural problem-solver who anticipates needs before they arise.
- Collaborative, adaptable, and energised by working at pace.
- Embraces diversity and displays respect and loyalty
- Engages effectively, and is helpful and supportive towards others
- Highly collaborative, taking the time to engage with team members and external partners
- Reliable and committed to success of the team
- Natural communicator at all levels, approachable and knowledgeable
- Open and transparent but also maintains trust and confidentiality
- Prepared to challenge
- Embraces and absorb new information
- Displays the highest levels of integrity and confidentiality
- Plans and manages time effectively