



Glasgow 2026 Commonwealth Games – Job Description

Job title:	Manager, Hosted Events – Strategic Partnerships
Division:	CEO
Department:	STK
Reports to:	Senior Manager, Hosted Events
Location:	Glasgow

Background to the Glasgow 2026 Commonwealth Games

In July and August 2026, Glasgow will host the Commonwealth Games. Approximately 3000 athletes and team officials from up to 74 nations and territories across the Commonwealth will come together in an 11-day celebration of sport and culture. Events will take place across Glasgow, entertaining around 500,000 ticketed spectators and reaching a global broadcast audience of more than one billion.

Glasgow 2026 Limited, the Organising Company (the OC), is organising the Games along with the Commonwealth Games Federation (CGF) and Commonwealth Games Scotland (CGS). Each has key parts to play in the planning and delivery of the Commonwealth Games - individually and collectively - to ensure that Glasgow 2026 is a huge success.

This is a unique opportunity to be at the heart of a world-class event, working with passionate professionals and visionary leaders who are committed to showcasing Glasgow on the international stage as well as delivering an event of excellence to athletes and the local community.

The Results Manager is responsible for overseeing the delivery of timing, scoring, and results technology services working closely with technology partners, internal teams, and external advisors to design, plan, implement, and manage Games-critical systems and activities.

This role offers the successful applicant the opportunity to contribute to a new and innovative approach to planning and delivering the Commonwealth Games, supporting the development of optimised Games-time solutions, and challenging previous Games' norms.



Role Summary / Key Accountabilities

Working to the Hosted Events Senior Manager as part of a small team, this role will ensure the effective planning and operational delivery of the Glasgow 2026 hosted events programme. The post holder will be an experienced and skilled event manager who will ensure a seamless, secure and high-quality experiences for guests of the Organising Company. Working at the intersection of partnerships, and operations, the post holder will collaborate across multiple functions and a wide range of stakeholders to deliver excellent events and experiences.

OC Hosted Events Programme

- Support the development, and manage the delivery of, the Organising Company's hosted events programme, including receptions, showcases, observation tours, briefings, and sport fixture experiences
- Develop and own clear operational plans and schedules for the hosted events programme, ensuring events are delivered to a high standard, aligned to brand, protocol and stakeholder expectations
- Be the key operational contact for Radisson Red (event venue), ensuring all event requirements are appropriately communicated, budgeted, agreed and delivered to a high standard.
- Collaborate across functional areas within the Organising Company to ensure event operations are smooth and joined up - this includes this includes Protocol, Accreditation, Ticketing, Venue Operations, Hospitality and Sponsor Services
- Develop and manage the central guest list, invitation processes, guest identification, approvals, categorisation, communications and tracking, ensuring appropriate timeframes are set and adhered to.
- Manage on site registrations/guest welcome and issue of tickets/accreditation (as relevant)
- Work closely with hosted event partners – including governments, agencies, non-commercial partners, international stakeholders and games partners to ensure co-created events meet shared objectives
- Create delegate journeys and itineraries, ensuring each delegate's experience is seamless
- Ensure event experiences communicate the correct narrative and are appropriately branded.
- Effective management of the Hosted Events Coordinator, ensuring high attention to detail and fostering an inclusive, high-performance culture aligned to Glasgow 2026 values

Planning, Governance & Risk Management

- Manage operational plans, schedules, trackers and budgets for hosted events and guest programmes
- Development and ownership of event risk assessments
- Ensure health and safety requirements are delivered and adhered to
- Contribute to Games readiness activity to ensure preparedness for Games time
- Ensure compliance with governance, accreditation, data protection and reporting requirements

Responsibilities of the role will evolve during the lifespan of the OC, and the role profile will likely be adapted in line with the changing needs of the Games.



Knowledge & Experience

Essential

- Experienced Event Manager
- Experience in partner relations, stakeholder engagement, VIP services in an event context
- Experience in the management of high-profile events or programmes at pace
- Strong written and verbal communication skills and ability to effectively manage a wide range of stakeholders
- Experience working across multiple operational functions (e.g. transport, accreditation, ceremonies, venues)
- Experience managing staff in a similar context
- Strong organisational skills with the ability to manage multiple priorities and complex delivery plans

Desirable

- Experience working on a major multi-sport event (e.g. Commonwealth Games, Olympic Games or similar)

Personal Characteristics

- Strong communication skills and the ability to engage with senior stakeholders and partners
- Creative and solutions-focused
- Calm and resilient under pressure, with strong attention to detail
- Good cultural intelligence with commitment to equity, diversity and inclusion
- Collaborative and confident, with the ability to build strong relationships
- Passionate about delivering exceptional experiences and lasting impact