POSITION DESCRIPTION

Position Title	**New Zealand Under 20 Team Doctor**
Business Unit	Professional Rugby
Reports to	NZR High Performance Player Development Manager & NZR Head of Medical
Position Type	Independent Contractor
Location	Flexible
Date	November 2026

New Zealand Rugby Overview

The vision for New Zealand Rugby is to Inspire and Unify. We do this by living the values of The Rugby Way, Te Ara Ranga Tira, which guides our game from Small Blacks to national teams.

The four pillars (Pou) of The Rugby Way are: Be Our Best (Te Pou Hiranga), Be Welcoming (Te Pou Maioha), Be Passionate (Te Pou Ihihi) & Play Fair (Te Pou Tika).

We strive for rugby teams in black that are unrivalled, a high-performance system that produces the world's best talent, competitions that fans love, and a community game that is strong and cherished. We are committed to New Zealand rugby being financially secure, attracting top partners and contributing actively to the global game.

New Zealand Rugby employs more than one hundred staff who are based in its Wellington head office, Auckland or in a variety of rugby roles throughout New Zealand. Responsibilities include management of our national teams (including the All Blacks), administration of our national competitions, and participation in international competitions including Test matches, as well as assisting community rugby throughout the country. The organisation has direct relationships with its members, including all 26 Provincial Unions, Super Rugby Teams, Commercial and other partners and stakeholders such as the New Zealand Government.

New Zealand Rugby is one of New Zealand's largest sports organisations, with a team of employees committed to ensuring that our national game is run smoothly and effectively at all levels, all over New Zealand.

Purpose

- To be the Medical Officer to the New Zealand Under 20 Team (NZ U20 Team) and to provide and/or manage the provision of appropriate professional medical, injury treatment and rehabilitation services to:
    - The Team Players and Team Management during team assembly periods, including training camps and international fixtures; and
    - The Team Players outside team assembly periods before the first competition of the season, by coordinating medical screening and assessments at a distance with their Super Rugby, NPC or club medical teams, or local health providers.
- To work with the Team Physiotherapist, and Strength & Conditioning Coach to provide appropriate professional medical, injury treatment and rehabilitation, and fitness preparation services to players.

Key Tasks

Attendance at

- All Team assembly periods as outlined in Schedule 2, including training camps and international fixtures and tournaments
- All Team trainings involving physical contact during assembly periods, or ensure that cover for these sessions is in place from another doctor or physiotherapist who holds a current Level 2 or 3 Immediate Care in Rugby (ICIR) qualification, as identified and agreed between the Contractor and Team Management in advance
- All Team meetings as reasonably required by Team Management and agreed with the Contractor in advance, with reasonable notice
- All Team matches (including travel with the team domestically and overseas)
- Education/update sessions as required by the NZR Head of Medical from time to time (with reasonable notice)
- All Captain's Run sessions as reasonably requested by Team Management
- The annual face to face NZR Medical Meeting
- Planning meetings and video or teleconference calls with Team Management and the NZR Head of Medical in the lead-up to and between assembly periods, as reasonably required and agreed in advance

Player Medical Screening & Preparation

- Conduct a medical and cardiac screening of each Team Player annually, as soon as possible following that player assembling or being named with the Team for the first time. This includes a summary of immunisation status and neurocognitive and concussion baseline testing status. This information should be recorded in Medtech and be available on request to the NZR Head of Medical.
- Where screening or assessments cannot be completed in camp, coordinate these at a distance with the player's Super Rugby, NPC or club medical team, or a suitable local health provider (for example, the player's GP). Provide local providers with clear instructions and the relevant NZR screening forms so screening is completed to a consistent standard.
- Review all screening results completed by other providers, follow up any issues arising, and ensure the information is recorded in Medtech before the player starts contact training with the Team.
- Undertake any appropriate action for any matters arising as a result of the screening performed in accordance with the above.
- Ensure that annual baseline concussion, neurocognitive and applicable Head Injury Assessment (HIA) tests and concussion history/risk stratification have been completed and are available on all Team Players prior to the start of contact training. The SCRM App should be used for the HIA protocol and Independent Concussion Consultant (ICC) referrals.
- Work with Team Management to ensure that players have been dentally scanned and fitted with an instrumented mouthguard (iMG) if applicable for the competition/tournament

- Ensure that players, coaches and management have received a concussion education session prior to the start of contact training and have a good understanding of their obligations under the World Rugby (WR) Player Welfare Standards.
- Work with Team Management to ensure that an annual education session conducted by Sport Integrity Commission New Zealand (SICNZ) is undertaken with all Team Players on the WR/World Anti-Doping Agency (WADA) anti-doping regulations. Ensure completion of all NZR consent forms and related administration and provide on-going proactive drug education and advice as required. Ensure that all WR/WADA consent and/or Therapeutic Use Exemption (TUE) documentation, and any other related documentation and/or administration requirements, are completed for each Team Player as required.
- Perform mental health and wellbeing screening as appropriate and coordinate any follow up care and support as required.
- In conjunction with the Team Physiotherapist and Team Strength & Conditioning Coach, develop general and individual injury prevention and illness prevention strategies for the Team Players.

Medical Services

- Work with other Team Management to ensure that there is a coordinated and planned approach to the medical services provided to the NZ U20 Team
- Correctly diagnose and provide appropriate treatment for all injured players in the NZ U20 Team, and provide medical treatment to any player in the team or team management member who is ill/injured (including diagnosing the illness and arranging for appropriate medication)
- Communicate proactively with Team Management in a timely manner with regards to player injuries/illness, rehabilitation progress, player availability for selection and return to play dates.
- In all cases where a player requires injury treatment, liaise with the Physiotherapist and Strength & Conditioning Coach to ensure that:

    - a rehabilitation programme is produced for each injured player and that the Player adheres to that programme; and
    - each injured player is provided with information which enables that player to understand the injury he has sustained, the type of treatment available and recommended, and the approximate time for rehabilitation.

- Ensure that each Team Player returning from injury is rehabilitated from the injury and undertakes and satisfies appropriate fitness tests that the Team Player is fit to play, and that the fit to play clearance is documented in Medtech, before the player resumes playing either at training or in a match.
- Consult the NZR Head of Medical and appropriate specialists as needed for a prompt diagnosis and treatment of injuries to players and team management, including obtaining the NZR Head of Medical's prior approval for any surgery or imaging as required.
- Arrange for the provision of first aid or other immediate medical treatment as appropriate for Team Players injured at training or in matches or at any other time during team assembly as reasonably required by Team Management.
- If unable to perform the medical services then any additional costs for an appropriate replacement Doctor will be the responsibility of the Contractor. In these situations, the replacement doctor must be approved by the NZR Head of Medical.

- Complete neurocognitive and concussion tests and arrange an Independent Concussion Consultant (ICC) review as appropriate on all players post-head injury to ensure return to baseline prior to the Team Player's graduated return to training involving physical contact or playing. This includes full cooperation with and participation in World Rugby's Individualised Rehabilitation Return to Play Protocols.
- Determine the root cause/s of any serious harm injuries that occur to Team Players and report to Team Management and to NZR Head of Medical, with recommendations to minimise as far as possible the occurrence of similar serious harm injuries.
- Continue to monitor players' mental health and well being and arrange any follow up care and support as necessary.
- Liaise with Team Management on the equipment and medical supplies necessary for the provision of medical services to the Team.
- Ensure specific travel medicine preparation is completed for the country/countries to which the Team is travelling, including arranging vaccinations, appropriate on-the-ground medical support, provision of medications for travel and obtaining relevant customs approvals for each country as required.
- In conjunction with the NZ U20 Team Manager establish and maintain an accurate inventory of medical equipment and supplies ordered and used for the team and the cost of such medical equipment and supplies.
- Ensure that all medical equipment acquired by, or made available to, you for use in the NZ U20 Team is in good order and repair.
- Complete an end of assembly medical assessment on each Team Player and update Medtech, including a clear handover to the player's Super Rugby, NPC or club team doctor for any ongoing medical or injury issues.
- Establish and monitor a rehabilitation action plan for each Team Player having any medical and/or injury issues arising from the end of assembly medical assessment, including communication with the player, NZR Head of Medical and the relevant Super Rugby, NPC or National Team Doctor as required for each player.
- Provide such other assistance as the NZ U20 Coach, Team Manager or NZR Head of Medical may reasonably require in respect of the physical well being of any player or NZ U20 team management member.
- Comply with all reasonable directions of Team Management and/or the NZR Head of Medical in the provision of NZ U20 Team Doctor Services to the Team Players.
- Maintain professional communication and working relationships with:
    - Team Management;
    - NZR HP Player Development Manager;
    - NZR Head of Medical;
    - NPC and Super Rugby Team Doctors and physiotherapists;
    - Any New Zealand national representative Team Doctors;
    - Local health providers involved in player screening and care;
    - Any other NZR staff.

Reporting and Record Keeping

- Provide a report to Team Management on the medical and fitness condition of any Team Player receiving medical treatment as required by Team Management, including the nature of the injury or illness concerned and the estimated date(s) of the player being fit to train and fit to play.
- Accurately update all players' medical records on Medtech each week during team assembly for all Team Players with open injuries including current estimated return to fit to train and

fit to play dates, or at least every two weeks for players with more minor injuries receiving treatment only but who are otherwise fit to train/play.

- Enter all new injuries following a match on Medtech as soon as possible and no later than 12 noon Tuesday (NZ time) following weekend matches (subject to being able to access Medtech) and for any other injuries (from training or otherwise) and illnesses in a timely manner.
- Ensure that injury surveillance and training load data is being collected, recorded and provided to World Rugby and NZR by the NZ U20 Medical and Strength & Conditioning teams.
- Maintain medical records (on Medtech) of a professional standard that the Contractor would keep in their own practice in accordance with the guidelines as provided to you by the Medical Council of New Zealand (MCNZ).
- Complete all administrative paperwork and otherwise assist as required for NZR to meet its obligations under the ACC Accredited Employer Programme (AEP) for NZR centrally contracted players and management, including (but not limited to) providing a written rehabilitation programme for all Team Players that require one.
- Liaise with, and comply with all reasonable requirements and directions of, the NZ U20 Coach or NZ U20 Manager while assembled with the NZ U20, or the NZR Head of Medical or the NZR in respect of administration matters arising out of the provision of the NZ U20 Doctor Services.
- Advise the NZR Head of Medical promptly of any player employed by NZR within the Team who does not see the Contractor or their NPC/SR Team Doctor as required, or who is otherwise not complying with the requirements of their rehabilitation programme.
- Undertake any medical assessments for contract purposes, and complete any related documentation, for any player employed by NZR within the Team as required by the NZR Head of Medical and/or NZR from time to time.
- Maintain an up to date record of immunisation and concussion testing status and concussion history/risk stratification of Team Players (and Team Management where appropriate).
- Prepare a written report for the NZR Head of Medical (which may also be part of the Team Management's post tournament review report) within 3 weeks of the end of the Team's participation in the final tournament or international fixture of the season reviewing the season and identifying the strengths, needs and recommendations for the medical requirements of the Team during that NZ U20 season.
- Actively participate in and complete your performance review with Team Management and the NZR Head of Medical as required in a timely manner.
- Assist with the undertaking of research projects led or coordinated by the NZR Head of Medical, including injury surveillance and concussion research projects, as requested from time to time. If these require time investment substantially over and above the Contractor’s normal duties, appropriate extra remuneration will need to be agreed between NZR and the Contractor before the Contractor begins the research duties.
- Provide such other advice and/or reports as may reasonably be required by Team Management, the NZR Head of Medical or NZR from time to time.

Outside Team Assembly Periods

In addition to any such obligations outlined above as may be reasonably required to ensure the proper discharge of the services required of the NZ U20 Doctor:

- In the period when the NZ U20 Team is not assembled (and during the NZ U20 Team Doctor contract period), actively monitor and assess each week (or otherwise regularly as appropriate in any individual case) all Team Players (with particular attention to any injured Team Players) within the Team, in liaison with each player’s Super Rugby, NPC or

club medical team or local health provider, to ensure that they are receiving continuous appropriate treatment and rehabilitation in accordance with the rehabilitation plan programme, and that the player is complying with the requirements of their rehabilitation plan programme.
- Assist the NZR Head of Medical by undertaking appropriate injury assessments and medical fitness tests of injured players employed by NZR within the Team, and provide advice by recording the resulting information on Medtech (or by report if requested) to determine whether or not the player is fit to play as required by the NZR Head of Medical from time to time.
- As far as possible, ensure that each player employed by NZR within the Team returning from injury is rehabilitated from the injury and is fit to play, and that the fit to play clearance is then documented in Medtech before the player resumes playing either at training or in a match.
- Assist the NZR Head of Medical by undertaking appropriate injury assessments (including obtaining injury and rehabilitation history as available) and medical fitness tests, and provide advice by recording the resulting information on Medtech or by report if requested about whether or not the player concerned is fit to play or, if not, provide an estimated fit to play date to the NZR Head of Medical by the required date(s) as advised to the Contractor.
- Coordinate any outstanding screening, baseline testing or medical assessments at a distance with players' Super Rugby, NPC or club medical teams or local health providers, so all Team Players are cleared before they assemble for contact training.
- Be reasonably available by phone, email or video call between assembly periods to support players, Team Management and local providers, as agreed with Team Management.

Health & Safety (for self)
- Takes personal responsibility for keeping self-free from harm
- Follows safe working procedures
- Reports incidents promptly
- Reports hazards promptly and suggests appropriate remedies
- Knows what to do in the event of an emergency
- Co-operates in implementing rehabilitation plan

Key Relationships

This position reports to:	**NZR High Performance Player Development Manager & NZR Head of Medical**
• **Other areas/people that report to this position's immediate manager:**	Varies
• **This job's direct reports are:**	• Nil

External Relationships	Internal Relationships
• Treatment providers • Local health providers (e.g. GPs) supporting player screening and care • World Rugby • Sport Integrity Commission New Zealand/WADA	• NZ U20 Team players and management • NZR Medical Team and Performance Operations Team • NZR staff • Provincial Unions and Super Rugby Clubs • Provincial Union/NPC Doctors • NZR National and Super Rugby Team Doctors, Physiotherapists, S&C Coaches

Person Specification

Knowledge and Experience

- Qualified and registered with the Medical Council of New Zealand to practise as a Medical Doctor in New Zealand.
- Current advanced Cardiopulmonary Resuscitation (CPR) qualification.
- Current World Rugby Immediate Care in Rugby (ICIR) Level 2 or Level 3 Qualification
- Post graduate qualification in sports medicine.
- Experience as a Team Doctor in an elite sport environment, preferably in professional rugby.
- Ability to provide a certificate of good standing from the Medical Council of New Zealand.
- Ability to provide confirmation of appropriate indemnity insurance.
- Commitment to ongoing Professional Development in sports medicine.
- Strong organisational and communication skills to coordinate care at a distance across multiple providers and regions.

Special Requirements

- Ability and willingness to travel nationally and internationally with the team.
- Must maintain a current passport and be eligible to travel overseas and back to New Zealand (including being eligible to obtain any necessary visas).

Competencies

Behaviour	Everyone	People Leaders
Be Welcoming	• Respects and values others' styles, opinions, backgrounds and beliefs • Understands the motivations and situation of others • Promotes an inclusive culture welcoming all ages, genders, ethnicities, sexualities, religions or physical abilities	• Stays connected to the team • Cultivates a team culture by advocating collaboration across teams • Actively seeks others' involvement
Be Our Best	• Seeks and acts upon feedback to improve performance • Recognises & develops own strengths and work-ons • Shares knowledge and skills • Respects and values the contribution of others • Identifies areas where a difference can be made and adds value • Works to gain trust and respect with all stakeholders • Responds positively to change • Is forward-thinking, always looking striving to improve and be the best • Consistently delivers on time	• Ensures the right people are in the right job at the right time • Provides the tools needed for success • Invests in growing our people and supporting their holistic development • Sets attainable challenges & recognises and reinforces development efforts • Shares information and provides effective coaching • Takes the time to understand individual's strengths and where/how they can add value • Engages and utilises people from across NZR in the development and execution of business priorities

	• Puts their hand up when help is required or when it's required by others • Sees opportunities rather than barriers • Speaks up and challenges where there are issues, risk or inefficiencies	• Looks long-term, to generate and encourage new ideas • Walks the talk • Ensures the wider team understand how what they do fits with NZR's vision and key strategic challenges • Prioritises the wider team's goals and intentions accordingly
Be Passionate	• Demonstrates a can-do attitude, always open to opportunities • Pursues everything with energy and drive • Strives to achieve stretch goals • Always an ambassador for NZR and the game • Loves what we do – works here because it's fun and we connect with others • Is a team player, connects with people	• Creates a highly engaged environment and culture • Encourages responsible risk taking where mistakes are owned and learned from • Encourages research and learning in relevant areas of rugby, sports and other business to understand future trends
Play Fair	• Is honest and constructive in discussions • Acts for the good of the game and respects its heritage, history and heroes • Is open, supportive and considerate • Actively listens, considers and takes on board other views • Behaves with integrity and is responsible for own behaviour • Looks after others and steps in if something is not right • Fronts when something goes wrong, owns the action and the consequence	• Ensures people know what is expected • Has the team's back • Trusts others to make good and timely decisions • Clearly and consistently communicates with all team members

Authorities / Dimensions of the Position

Staff – Nil

Budget – Nil

Contractual – As per New Zealand Under 20 Doctor Contract For Services

Manager Name: _____ Signature: _____ Date: _____

Contractor Name: _____ Signature: _____ Date: _____

SCHEDULE 2

NEW ZEALAND UNDER 20 TEAM ASSEMBLY [2027]

Date	Involvement	# of days
TBC	Pre Departure Camp – [LOCATION TBC]	TBC
TBC	TRC U20 [LOCATION TBC]	TBC
TBC	Tournament Preparation Camp – [LOCATION TBC]	TBC
TBC	U20 World Championships – [LOCATION TBC]	TBC
TOTAL		**TBC**

NOTE: The periods of assembly are subject to change in which case NZ Rugby will provide you with as much consultation and notice of any change to the period of assembly as is possible in the circumstances.

The role will also require some further time for planning and teleconferences. It will also require some remote coordination of player screening, assessments and care between assembly periods. This time has not been included above.

Team assembly dates for the [2027] campaign will be given once the [2027] international fixture and tournament schedule is confirmed.

SCHEDULE 3

PROMOTIONAL SERVICES

1. Promotional Services involve your attendance and participation at the following:

1.1. public relations events including any public relation event organised by the NZRU or a sponsor of the NZRU; and

1.2. media conferences and the giving of interviews to television, radio, newspaper or magazine journalists as required by the NZRU; and

1.3. photographic, filming or recording sessions whether directly organised by the NZRU or a sponsor of the NZRU; and

1.4. benevolent activities including but not limited to visits to schools, hospitals and charitable organisations.

2. In performing the Promotional Services you must with a view to cohesion, efficiency and maintenance of public profile of the highest standard:

2.1. report promptly;

2.2. follow all reasonable instructions which may be given by the organiser of the activity or the NZRU;

2.3. conduct yourself in an orderly and respectable manner and otherwise in a manner suitable to the particular activity;

2.4. wear any uniform or clothing (including any sponsor's clothing) as may be directed by the NZRU;

2.5. travel by such means and with such travel provider as may be directed by the NZRU;

2.6. not wear clothing which advertises any product or merchandise in competition with or which in any way conflicts with the interests of the NZRU or a sponsor of the NZRU;

2.7. at all times maintain a tidy appearance;

2.8. not consume any alcohol, drug or other intoxicating substance which may impair or affect your performance, manner or behaviour;

2.9. undertake any interviews and co-operate with the media as directed; and

2.10. at all times maintain a high standard of behaviour and conduct yourself in a manner which befits the image of the Doctor of the New Zealand Under 20 Team and the game of Rugby Union generally