



Women's Football Manager

Reports to: General Secretary

Job Status: Permanent

Job Purpose:

The purpose of this position is to lead the delivery of the Association's Women's football strategy, working across the organisation to drive forward the plan and its key pillars. The role will work across a number of priority areas including National Teams, Elite and Developmental Competitions & Clubs, Participation, Mentorship, Leadership, Commercial and Communication (increasing exposure and managing perceptions). The role will also involve leading and managing a range of internal and external stakeholders to ensure a collaborative approach to achieving the successful delivery of the plan with the overall aim of growth and development of the women's game.

Grade : D3

Minimum Education Requirements

Educational Degree or equivalent tertiary qualification in sport management and or sports development discipline

Experience

2 - 3 Years in a related capacity

Core Skills

Communication (written & verbal), Leadership, Mentorship, Project Management, Conflict Management, Ability to work independently, Networking, Presentation, Negotiation, Professionalism, Problem Solving, Organised, Multi-Tasking and Microsoft Office (Excel, Power Point, Word and Outlook)

Responsibilities

- Lead the implementation of the women's football strategic and development plans working with relevant staff, departments and stakeholders to ensure robust action plans and programmes are in place.
- Establish and manage an ongoing strategic review process which provides robust monitoring and evaluation of the objectives involving all key staff, departments and stakeholders.
- Seek to increase the overall prominence of women's football through engaging with key stakeholders to elevate its impact and visibility.
- Support the general secretary in leading and managing Womens football partnerships and relationships with key stakeholders such as relevant FAM Member Associations, COSAFA, CAF, FIFA, Ministry of Sports and Sports Council
- Enhance the network of women's football in country and abroad by actively fostering the sharing of contacts and knowledge
- Work in collaboration with internal departments to create specific plans to grow investment and support into women's football. This will include liaising with the Commercial Department to ensure marketing, sponsorships and brand development focus on agreed strategic elements of the women's plan.
 - Support the Commercial department in the growth of investment in the women's game
 - Support the Competitions department and NWFA in women's leagues and competitions
- Assess and contribute to the future development of competition formats and commercial concepts for the national women's club competition (Women National League with the aim of professionalising the sport.
- Planning, coordination, monitoring and evaluation of key national women's football events such as FIFA women's football development programs and national training programs.
- Monitor and advise on the FAM Girls Technical Development Scheme (TDS), Academies and School of Excellence, assisting with talent identification, mentorship and leadership programs
- Assist in raising funds for women's football development through writing and submission of funding proposals
- Assist in the implementation of all programmes pertaining to the "female player pathway"
- Stimulate the profile of the women's football in Malawi and inspire young girls to get involved in the game including promotion of all opportunities on FAM's website, social media platforms and press releases.
- Assist with the implementation of Talent Identification projects and programmes for women's football at youth and grassroots levels, in schools, institutions and NWFA members.
- Ensure that female coaches, referees and administrators are developed, and all coaching, refereeing and administration courses are promoted.

- Be a strong partner and trusted advisor to clubs, regions and associate members on women's football matters
- Be a knowledge and insight champion on women's football matters, bringing fresh perspectives and new insight to the FAM team, inspiring internal and external stakeholders about the development of women's football
- Act as FAM secretariat point of contact for the NWFA
- Manager for senior, U20 and W17 women's national teams when in camp

Knowledge & Competencies

- Extensive knowledge of women's football in general and women's club football; having played football at a high level is a plus but not a must.
- Experience of working in a football related environment (e.g. club, league and/or federation)
- Credible and passionate about women's football
- Comfortable working in an environment of change
- Proven ability to work independently and with a project-based approach
- A collaborator who is team focused and works with respect for colleagues
- Proven ability to thrive in consultative, collaborative environments and manage multiple stakeholders effectively
- A natural networker who can develop and create value through relationship management
- A service-oriented and client-focused attitude
- Ability to mentor, train and develop people and to also lead and inspire for today and tomorrow
- A curious and critical thinker who identifies new opportunities
- Hard working and determined to overcome barriers to success
- Resilient, coupled with the drive to overcome challenges and achieve results
- Flexibility towards working hours and travelling

Application information

To apply for this role please send your updated CV and thoughtful tailored cover letter to admin@fam.mw copying procurement@fam.mw . Closing date for receiving applications is 10th May 2023 COB.

This position is open to Malawian nationals only.