



# MOVING THE GOALPOSTS

EMPOWERING GIRLS THROUGH FOOTBALL | KILIFI, KENYA

Moving The Goalposts is a pioneer sport for development organization founded in 2002 to empower girls and young women through football. The organization works with girls and young women between the ages of 9 to 25 years in the Coastal Region of Kenya notably, Kilifi, Mombasa, Kwale and Tana River. MTG's purpose is to strengthen the voice, impact, and influence of girls and young women by providing opportunities for them to play football, take on leadership roles, learn about their rights and how to claim those rights, with a focus on sexual reproductive health and choice. MTG contributes to this aim by making football an area of opportunity for girls, enabling community stakeholders to champion girl's rights and through strategic alliances that promote this goal.

The organization seeks to fill in the following position;

**Post Title: Football Officer - Based in Kilifi**

**Reporting to: Community Engagement & Football Coordinator**

**Job Purpose:** To coordinate the MTG football leagues and tournaments. The role further provides technical support in strengthening MTG United teams through football talent identification and management.

**Main Roles and responsibilities:**

**1. Project Management**

- To organize league events and coordinate the selection process of MTG United team members
- Coordinate all the TOT and Monthly Training programs;
- Oversee the allocation of staff and effective delivery of football outputs during the activities
- Responsible for identification of appropriate local and international tournaments for MTG United team participation
- Ensure football training sessions of MTG United Team are undertaken and appropriate to achieve MTG Vision, Mission and Objectives
- Coordinate Registration of MTG Club, recruitment of players and resource mobilization for Club
- Document lessons, case studies and success stories of Inclusion in MTG's league activities

**2. Staff Management**

- Supervise MTG Coach
- In consultation with HR Manager, train, recruit, induct and support the professional development of MTG coaches
- In consultation with the HR Manager conduct regular staff appraisal of staff reporting to the Football Leagues Officer.
- Design a training strategy and capacity development plan for referees, first aiders and coaches from basic to professional skill development



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- Coordinate staff football team practice and fitness program.
- Oversee, coordinate and monitor the implementation plan of all football-based life skills coaching Programs in MTG.

### **3. Football Management**

- In charge of organizing and implementing of the MTG annual tournament
- Oversee implementation of football league programs in all counties in the coastal region
- Review or develop football training curricula for coaches, referees, first aiders
- Manage MTG first aid services in all activities, ensure that there's an adequate supply of all first aid essentials in MTG league fields and tournaments.
- Generate football section individual weekly reports, monthly section reports
- Work with external and expert trainers to ensure that football leaders progress from basic, intermediate to advanced levels
- Coordination the development of MTG play-based tool kit for MTG league activities and review of the same from time to time
- In charge of marking international days related to football
- In liaison with the Office Assistant (Stores), ensure adequate stocking of match report books, footballs etc.
- Oversee quarterly stock take and provide up to date report of the football store to the Coordinator.

### **4. Monitoring & Evaluation:**

- Work closely with the M&E team to access updated and validated field reports
- Maintain a database of league matches,

### **5. Stakeholder Engagement**

- Develop a strong partnership with football stakeholders both locally and internationally

### **6. Communication Management:**

#### **Internal Communications**

- Prepare and participate in periodical meetings
- Provide the Communications officer with contacts for the database (donors, consultants, networks)
- Coordinate with project teams in the documentation of projects' achievements

### **7. External Communications**

- Assist in project special events together with the Communications officer
- Support the Communications officer in the production of project-related communications tools: video clips, leaflet, press release/ press kit, database



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## Skills & Experience:

1. 3+ years of Football experience
2. Program implementation experience
3. Recruitment and training skills
4. Network and people skills necessary
5. Organizational skills in coordination of tournaments
6. Report writing skills
7. Stakeholder management skills– local & international
8. Ability to control stocks of sports supplies
9. Basic first-aid knowledge

## Requirements:

1. Degree in project management, Community development, sports science, or any other relevant field.
2. Sport for development or Gender programming experience is desirable

## Application process

Application letters accompanied by a detailed CV should reach MTG on or before **17<sup>th</sup> December 2020** addressed to the Human Resource & Admin. Manager. The email to be sent to **humanresource@mtgk.org**. Ensure that the subject is clear with the position advertised. Only shortlisted candidates will be contacted.