

# JOB OFFER : GENERAL MANAGER



## **Rugby Africa is the administrative body for rugby Unions in Africa.**

It was formed in 1986 under the name CAR to promote, develop, organise and administer the game of rugby in Africa. It was rebranded as RUGBY AFRICA in 2014. Rugby Africa is one of six regional governing bodies across the globe and is represented in the World Rugby Council, the international governing body for the sport.

Rugby Africa has 39 Member Unions.

Throughout the season Rugby Africa runs various continental competitions for men and women, senior and age-grade categories, 7 and 15-a-side formats. The flagship competitions are the Rugby Africa Cup (RWC Qualifiers), the Rugby Africa Women's Cup (RWC and WXV Qualifiers), the Africa Men & Women's 7s (7s RWC and Olympic Games Qualifiers), the U20 Barthés Trophy (Junior World Trophy Qualifier)

Rugby Africa also delivers a range of training courses following World Rugby's curriculum to its Members Unions to build capacity and capability in the Region.

Rugby Africa is hiring a Game Growth Manager to manage all development programs in Eastern and Southern Africa

**Reference:** Rugby Africa

**Localisation:** Eastern or Southern Africa

**Time commitment:** full time

**Start date :** 1 April 2022

*Resume, Cover Letter and Salary Expectations to be sent*

*Coralie.vandenberg@rugbyafrique.com*

*Deadline to apply: 25 March 2022*

Under the responsibility of the General Manager, duties will be as follow:

**The Game Growth Manager will be required to deliver highly effective and competent Rugby Services across the following areas :**

- Provide guidance along the Rugby Membership pathway,
- Monitor Get Into Rugby (GIR), Transitioning GIR Participants to Players, Workforce or Fans,
- Establishing Under Age Player Development and Competition Pathways,
- Overseeing Domestic,

- Cross Border and Regional Competition,
- collaborate with Unions to develop their workforce development model to enable self-sufficiency in delivery at level 1 and level 2 where appropriate,
- Improve gender inclusivity at all levels of Rugby,
- Verify Union data
- to targeted Unions as well as support the implementation and delivery of World Rugby (WR) training and education programs within their brief for Rugby Africa (RA) by developing and deploying a suitably qualified workforce to the targeted Unions in the Region. The role will support and compliment the work of the World Rugby, Regional Partnership Manager as well as that of the Rugby Africa senior staff.

### **Principal Accountabilities:**

#### **Inspiring growth in the game and increasing participation in Rugby which may lead to improved performance at international level**

- Advises and monitors on the plans and processes to grow the game in the Region in conjunction with the Regional Association and the World Rugby, Regional Partnership Manager. Deliver growth through a specific focus on increasing participation in rugby, increasing registered players, active teams and programmes.
- Undertake an annual needs analyses and develop a targeted training and education plan.
- Ensure that Unions have updated development plans to deliver growth in Fifteen – a - side, seven – a side and non-contact forms of the Game in both schools and clubs or any other training centre.
- Deliver and monitor progress of a suitably trained workforce to support these plans.
- Support Unions with the implementation of Get Into Rugby, Impact Beyond and other initiatives and resources to increase participation in Rugby with the relevant structures and staff in the Regional Association and Unions. Monitor Union GIR Reporting.
- Liaises closely with the World Rugby RPM and Rugby Africa General Manager and staff on development policies and activities to grow the game.
- Assist Unions in maximising funding support from Olympic Solidarity
- Work with the appropriate Anglophone and Francophone Regional Training Managers to ensure that player welfare targets for the region are met

#### **Lead, manage and promote development activities and programme and monitor Union performance against strategic goals**

- Plans, manages and reports on Rugby Africa regional development programmes on a quarterly basis.
- Report to Rugby Africa's General Manager on a monthly basis on regional training progress
- Works to deliver the Rugby Africa strategic and development priorities in the Region – Under Age and Women's Rugby in collaboration with RA women's rugby manager and other relevant staff.
- Ensures effective reporting on development programmes and activities in the Region
- Ensures integration and co-ordination of the Rugby Africa & World Rugby Development plans and programmes.
- Monitors the Development Investment Programme (DIP) to targeted member Unions ensuring it is planned, managed and reported on.
- Support the delivery and monitoring of regional and union programmes that may lead to performance on the African stage

#### **Provide strategic support to the Regional Association and Unions**

- Ensures the Regional Association (Rugby Africa) strategies and priorities are delivered in the Region
- Increase membership and monitor compliance
- Contributes to World Rugby and Rugby Africa training initiatives to improve and strengthen leadership, administration and organisational structures in the Regional Association and in Member Unions.

- Ensures that Unions have appropriate administrative processes in place to deliver the strategic, operational and Rugby plans.
- Completes Union Visits/Reviews in in the Region and reports using relevant reporting templates and online tools.
- Assist the Regional association and its Unions in collecting Participation, Active player and Workforce and Competitions data. Ensure at all times that you can verify and stand over the targeted Unions data and growth or decline.
- Works to ensure Unions are prepared to participate in Regional Competitions at the appropriate level. Ensure that targeted Unions adheres at term of participation for all regional and international competitions.
- Monitors and Advises on appropriate competition structures and data within Unions.
- Works in conjunction with World Rugby and Rugby Africa staff to deliver rugby development, training and education programmes.

### **Ensure World Rugby and Rugby Africa Unions comply with best practice governance principles**

- Ensures Unions comply with best practice governance and operational principles
- Attends all relevant regional meetings to represent Rugby Africa ensuring that Rugby Africa strategic and financial interests are protected and represented.
- Monitors strategic, operational and rugby development plans in member Unions on a timely basis and ensures that operational plans are in place.
- Monitor Unions profit and loss accounts biannually
- Ensures that there is a consistent application of measurable KPIs key performance indicators across all the member Unions in Africa.
- Advises on Governance structures within Unions in line with best practice for National Governing Bodies.
- Negotiates with Unions whose Governance structures do not meet the required standards and facilitates improved Governance structures often in difficult circumstances, in collaboration with the WR Regional Partnerships Manager.
- Maintains a close working relationship with WR Regional Partnerships Manager and Union development matters
- Continuously monitor Union on and off field performance

### **Skills and Competencies**

- Key Skills and Attributes
- Excellent Rugby development, knowledge and expertise
- Delivery of global programs to different client basis
- Deployment of a capable and competent workforce
- Delivery of project base work
- Rugby planning, development and programme management skills and expertise
- Facilitation, strategic planning skills and knowledge of governance models
- Ability to advise on organisational development matters
- Ability to interpret financial data and information such as budgets, financial forecasts, cash flow projections and balance sheets.
- Highly developed interpersonal skills and ability to cope with cultural diversity
- Ability to speak and write English and / or French to a very high standard (depending on area)
- People management skills
- Tertiary qualification

### **Competencies**

- Plans, manages and delivers work programme in line with Rugby Africa priorities and policies
- Effective and efficient problem solving skills
- Data capturing and Interpretation

- Demonstrates an in-depth knowledge of all aspects of operational and Rugby planning processes.
- Facilitates the development of quality operational and Rugby plans for Unions.
- Demonstrates competent communication and computer skills (Microsoft 365 package, software and apps)
- Prepares reports in accordance with Rugby Africa templates and protocols on areas of responsibility relating to Union activities.
- Communicates effectively with World Rugby RPM, Rugby Africa Exco and General Manager, other departments and staff members.
- Undertakes training needs analyses and makes recommendations on potential solutions.
- Represents Rugby Africa at union and external meetings utilizing a high level of tact and diplomacy.