



Football for Hope Centres Programme Manager

1 Overview

streetfootballworld describes in this profile the tasks for Programme Manager in the Football for Hope Centres Project.

streetfootballworld South Africa s21 is a public benefit organisation based in Cape Town that promotes positive change through football. The South African organisation is part of streetfootballworld global, a leading contributor to the field of development through football. The global streetfootballworld network connects over 85 organisations worldwide that use football to address issues such as children's rights and education, anti-discrimination and social integration, the environment, health, and peace building.

FIFA and streetfootballworld formed a strategic alliance since December 2005, which resulted in Football for Hope. Football for Hope is a movement that uses the power of the game for positive social change. The goal of the movement is to support the development of projects on the ground by encouraging dialogue and cooperation with streetfootballworld network members.

"20 Centres for 2010" is the name of the Official Campaign of the 2010 FIFA World Cup South Africa™. The aim of the campaign is to create twenty Football for Hope Centres (five in South Africa, 15 in other African countries) for public health, education and football in disadvantaged African communities as a legacy of the 2010 FIFA World Cup on the African continent. The infrastructure of the 20 Football for Hope Centres will consist of a building with facilities dedicated to education and public health as well as a small size artificial turf pitch (40x20m). The 20 Centres will not only provide opportunities to play football, but will mainly serve as a place where the local community can gather and access public health and education services, thus improving basic education, preventing diseases and promoting health care as well as encouraging the social integration of minorities and disadvantaged populations. The design of the centres will use sustainable building techniques and engage the local community through the use of local materials and labour. Each centre will be designed in close collaboration with the Centre Host (a local non-profit organisation that is part of the Football for Hope Movement) in order to ensure that the infrastructure is suitable for the needs of the community and the programmatic aims of the centre. These

football based and community relevant public health and education programmes will be delivered by the local Football for Hope Centre Host organisation.

FIFA and streetfootballworld have expressed their cooperation in the “Football for Hope Centres Project” and under this cooperation streetfootballworld has assumed the responsibility for all the necessary planning, building, developing, monitoring, managing and maintaining work until the Centres project has been realised and the Centres are further developed by the Centre Hosts.

The Programme Manager hereby enters into an agreement with streetfootballworld South Africa to support in planning, coordinating and implementing the Football for Hope “20 Centres for 2010” project in the Republic of South Africa and in Africa.

2 Purpose

As part of the overall Football for Hope Centre Development Framework, all Football for Hope Centre Hosts have the opportunity to strategically strengthen their capacities. The primary purpose of this role is effective programme development and implementation by the Centre Host organizations in the 20 Football for Hope Centres, in close coordination with other programme and structural development team members.

3 Responsibilities

The Football for Hope Centre Programme Manager is responsible for managing the programme development activities with the Centre Hosts.

Main Tasks:

- Coordinate and facilitate the successful development of the Football for Hope Centres as per the Centre Development Framework and Implementation Strategy
- Plan and implement successful Initiation Visits in conjunction with local grassroots organisations (Centre Hosts)
- Help develop and coordinate programmatic content in all FFH Centres together with Centre Hosts
- Support local Centre Hosts in capacity development necessary for Centre operation and local implementation of programmes
- Monitor, measure and evaluate performance of local programme implementations
- Help design, implement, and evaluate Centre programmatic components with Centre Host
- Help facilitate partnership between local health and education service providers and between Centre Hosts, generating innovative contribution to Centre programmes

- Support strategic and project work plans development of Centre Hosts
- Plan and track project timelines and milestones, ensuring effective and timely execution
- Manage the funding applications, evaluations, and follow-up of all FFH funding for the Centre Hosts in accordance with all FFH funding requirements
- Manage and supervise the implementation and evaluation of Annual Centre Assessments
- Review and adapt the project plan for capacity development activities on a continuous basis, building a learning system for the Centres Team and streetfootballworld on the key success factors (and failures) of capacity building activities
- Establish a clear communications plan within the team and with the respective stakeholders
- Regularly monitor project progress against schedule

Other Tasks:

- Document the lessons learned and recommendations
- Coordination with all team members
- Manage project expectations with team members and other stakeholders
- Keep project manager regularly and suitable informed of project progress

4 Organisation

The Football for Hope Centres Programme Manager will work directly with the management and staff of the Centre Hosts, the Football for Hope Centres team and the broader streetfootballworld global team. The tasks for the Programme Manager will include teamwork with streetfootballworld staff members, consultants and relationships with stakeholders and the teams from all relevant partners or subcontractors.

5 Relationships

The Football for Hope Centres Programme Manager will report directly to the Centres Project General Manager.

6 Skills and Competencies

The Football for Hope Centres Programme Manager should have, and be willing to improve the following:

6.1 Project Management

- Project management skills

- Understanding of project management lifecycle
- Ability to implement a structured methodology without constricting the delivery process
- Planning, organisation, administrative and problem-solving skills
- Service-oriented and deadline-driven

6.2 Leadership

- Ability to define clear project objectives.
- People management skills
- Conflict resolution skills in high stress environments
- Negotiation and problem solving skills
- Written and oral communication and presentation skills, both in political and in community settings
- Ability to bring project to successful completion through political and cultural sensitivity

6.3 Team Management

- Take initiative and responsibility
- Ability to clearly and concisely define personal objectives
- Skill in supporting high performance teams that are working partly from different locations (Cape Town, Berlin, Zurich)

6.4 Financial Management

- Control expenditures against a budget

6.5 Change Management

- Understanding of the principles of project change management
- Energetic with the ability to handle stress
- Flexible; can conform to shifting priorities, project adjustments, demands and timelines promptly and efficiently

6.6 Client Management

- Skills in client relations with the ability to present difficult propositions in a clear and positive way
- Negotiation and interpersonal skills

6.7 Language Skills

- English and French (spoken and written) - essential

7 Experience

The ideal candidate will have the following experience:

- Experience in organisational development

- Full Project life cycle management skills
- Flexibility and ability to work in a multi-cultural environment is required
- Experience in working in the non-profit sector in Africa
- Experience in Development through Football would be an asset
- Knowledge in Monitoring and Evaluation

8 Qualifications

The ideal candidate will have the following qualifications:

- Degree in Education, Public Health, Organizational Development or related fields
- Computer skills required (Microsoft Office)
- Excellent written and oral communication skills
- Flexibility and ability to work in a multi-cultural environment is required

9 Personality

The ideal candidate will have the following personality traits:

- Friendly, open and consultative in nature
- Service-oriented and deadline-driven
- Inspirational, motivational
- Driven by own personal values
- Determined to succeed
- Diplomatic but firm
- Enjoys meeting new people
- Sociable and outgoing
- Enthusiastic and energetic with the ability to handle stress
- Lateral-thinker, innovative, creative
- Interest in working on international teams
- Willing to travel frequently (up to 50%)

10 Performance Criteria

The following Indicators will be used to determine the success of the Programme Manager:

- Delivery of tasks within time, costs and scope constraints
- Percentage of achievement of all task objectives
- Percentage of realization of task benefits
- Level of project stakeholder satisfaction upon completion
- Level of project team satisfaction upon completion
- Number of outstanding issues upon completion

11 Work Environment

The following statements will describe the general working conditions applying to this role:

- As the implementation project of the official campaign of the 2010 FIFA World Cup, this is a project of high importance at various levels. The Football for Hope Centres Programme Manager is expected to understand
 - the variety of stakeholders and the implications
 - the extent of the project scope, but also the impacts and legacies which need to be considered while carrying out each step of the project
 - how to support Centre Hosts in building and establishing high quality organisations and programmes in Football for Hope Centres in a community-based area with the buy in and full integration of the local community

12 Financial and Working Conditions

The Programme Manager has to ensure that he or she has the appropriate legal permission to work as a Programme Manager in South Africa. The Financial conditions are mentioned in the contract.

13 Special Conditions

The following special conditions also apply to this role, requiring:

- The Football for Hope Centres Programme Manager shall be based in Cape Town, ready to travel when/if necessary
- Good physical condition to cope with stress and work environment
- Ready to learn quickly and to adapt the lessons learnt

To apply for this position, please email your CV to Lanielle Messina at messina@streetfootballworld.org, the subject line should read 'Centres Programme Manager' The deadline for application is 31 December 2011.