



Managing Director – Grassroot Soccer South Africa

Grassroot Soccer South Africa (GRS) is a growing non-profit organization in South Africa whose mission is to use the power of soccer to educate, inspire, and mobilize South African communities to stop the spread of HIV. GRS does this by training community-based role models (Skillz Coaches) to deliver the activity-based *Skillz* behavior change curriculum. Skillz Coaches provide youth with the knowledge, skills, and support needed to live HIV free.

GRS was founded in South Africa in 2006 and is an affiliate of the international non-profit organization Grassroot Soccer, which has programs being delivered in 13 different countries around the world. When we started in 2006, GRS had a budget of roughly ZAR350,000(\$50,000) and reached less than 1,000 young people. Today GRS has a budget of close to ZAR22million (\$3Million), employs 33 staff, 200 Skillz Coaches, and estimates that close to 30,000 young people will graduate from the Skillz Curriculum in 2010.

GRS is currently looking for a new Managing Director to be based in Cape Town, who will lead the organization into its next stage of growth.

A. Grassroot Soccer Now

At the beginning of 2010, GRS finds itself in a stage of transition, growth, and opportunity. The success that we have experienced thus far, matched with the 2010 FIFA World Cup™ being held in South Africa, makes 2010 a pivotal and defining year for the organization. We are transitioning from being a part of a global non-profit organization to being a sustainable local organization with its own infrastructure and subsequent responsibilities. We are continually revising and improving our curricula and training model in order to provide youth with as much support as possible and address their health and education needs. We are facing many strategic decisions about how we can grow most effectively while maximizing our impact, effectiveness, efficiency, and sustainability. The question of how to grow effectively includes debates about who our most important strategic partners and allies will be and how we can continue to hold onto our unique culture and identity. We currently have the support of key donors and partners like USAID, Football for Hope, Nike, and many others who are anxious to see GRS succeed in its mission. We therefore have the opportunity to capitalize on these relationships and on the 2010 World Cup to ensure the long-term sustainability of GRS, demonstrate to the world that fighting HIV through football is an effective and innovative approach and mobilize others to join this movement, and make a significant impact on reducing HIV epidemic in South Africa.

B. Four-Year Outlook

GRS aims to continue to increase its reach and impact in South Africa over the coming years. Rather than expanding the organization itself, we intend to partner with key institutions and stakeholders in order to do so. Our key goals are as follows.

By 2014 GRS will:

- *Provide 200,000 South African youth with the knowledge, life skills and support to live HIV-free.*
- *Contribute toward a reduction in HIV incidence among young adults in South Africa*
- *Partner with the SA Government and 30 different NGOs to contribute toward a holistic approach to fighting HIV and AIDS*
- *Engage the most powerful professional soccer teams, players, and coaches as advocates and ambassadors for fighting HIV and AIDS.*



GRS will have the support of Grassroot Soccer Global, including the outgoing current Managing Director, in order to achieve these goals. In particular, Global will continue to fundraise on behalf of GRS, provide training and technical assistance, recruit and train international interns, and carry out research and development initiatives. GRS needs a strong local leader that will help bring us to the next level in South Africa and help us achieve our goals.

C. Role of the Managing Director

Members of the management team want to be able to say the following about the Managing Director:

- Maintains the GRS **culture** of passion, hard work, teamwork, efficiency, and frugality
- Thinks strategically and makes decisions based on the overall **strategy** of the organization
- Is not afraid to make tough decisions and take on a **leadership** role
- **Empowers** staff at all levels to make day-to-day decisions by providing overall direction then challenging staff to carry out work without micro-managing
- Holds staff **accountable** while also being fair and transparent and providing sufficient structure, process, and tools in order for them to succeed
- Cares about GRS staff and volunteers and ensures that they are learning and **developing** along with the organization

The Managing Director's contribution will be vital. The senior management and staff are able to manage most or all of the project-based work. The Managing Director's focus will be on delivering the following:

Strategy Development - Manages a strategic planning process that involves all levels of GRS staff. Communicates GRS strategy throughout the organization effectively.

Donor Management – Identification of new donors and partners and maintenance of relationships with those donors. Also coordinates writing of major proposals and in charge of final submissions.

Organization Management – Takes on overall responsibility for the safety, happiness, and productivity of staff and volunteers. Directors of Programs, Finance, Organizational Development (Operations/HR), and Communications/Fundraising will report directly to the Managing Director.

GRS Financial Review - Design and review of budgets, review of monthly expenditures, transaction final approvals, and audit reports.

Grassroot Soccer Global – Overall management of the relationship with Global, including regular communication, requests for support, and analysis of needs.

Board of Directors - Manage communication, prepare presentations, and recruit new members that can support the work that GRS is doing

D. Experience, and Skills and Attributes

As we get to know candidates, here is what we will be looking for—the experience, skills, and traits that will make success in the Managing Director role most likely.



Experience

- Senior management experience (NGO or development sector preferred)
- Experience working in collaboration with South African government agencies (DOE, DOH, DSRAC, etc.) at national and/or local and provincial level
- Experience working with international donor agencies such as USAID, DFID, EU, GtZ, etc.
- Several years working experience in South Africa in private or NGO sector. Understands how things work (and sometimes don't work) in South Africa
- Experience with legal landscape and financial regulations of South Africa
- Experience with creating competitive proposals and budgets. Ideally this includes multi-stakeholder proposals and grants management.

Skills

- Very strong interpersonal skills both in terms of internal human management and external stakeholder/donor cultivation
- Excellent writing and editing skills
- Works well under pressure and is not afraid to make decisions
- Very good knowledge of HIV and AIDS related issues and youth development / education

Traits

- Strong leadership qualities. Inspires and motivates his/her staff and volunteers
- Passionate about the development of South Africa and dedicated to
- Proactive and strategic with a focus on achieving results
- Willing and able to deal with administrative issues (donor compliance, HR, policy management, etc.)

E. The Search Process

The job title is Managing Director, reporting to the GRS Board of Directors and Senior Management at Grassroot Soccer Global. Competitive base pay is augmented with some basic benefits. Regular domestic travel and occasional international travel will be required for this position.

Steps in the search process are:

- Initial advertisement and circulation of this Job Description (February 15 - March 15)
- First assessment of candidates (Ends March 30)
- Phone interviews with semi-finalists (Ends April 16)
- First-round finalist interviews in Cape Town (April 26-29)
- Ideal start date in early May

The search will be conducted by Grassroot Soccer with assistance from our partners and friends. We appreciate your help and interest in helping us to find the ideal candidates.