

JOB ADVERTISEMENT-COACH MANAGER

Member - World Rugby and Rugby Africa

The Kenya Rugby Union is desirous of filling the position of Coach Manager, responsible for leading Pass It Back implementation and managing Coaches in the designated area. The position reports to the Director of Rugby and will be based in Western Kenya.

Purpose of the Position

The Coach Manager manages and supports Coaches in the designated area by: (i) leading project implementation and reporting; (ii) supporting youth Coaches to deliver effective and efficient activities; iii) ensuring that all Measuring Change protocols are followed.

KEY DUTIES

- Ensure curriculum implementation schedule and targets are met in designated area.
- Support and manage Coaches to carry out activities in line with curriculum implementation schedule and operations protocol.
- Lead event and activity preparation, implementation, and follow up for all Coach recruitments, player recruitments, community engagement activities, competitions in designated area, including management of budget, schedule and reporting.
- Serve in a leadership role for Coach training and Coach meetings in line with agendas and facilitation guides.
- Ensure all measuring change protocols are implemented across agreed activities.
- Ensure relationships with participating clubs and schools are productive.
- Support with finance and administrative tasks for project implementation as required.
- Prepare monthly project narrative reporting.
- Remain alert and responsive to any child safeguarding as well as Sexual Exploitation, Abuse or Harassment (SEAH) risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding policy and procedures, and conduct yourself in a manner consistent with KRU's Child Safeguarding Policy.

Desired Qualifications and Experience

- Previous rugby and/or life skills coaching or coach management experience.
- Previous project cycle management experience.
- Experience in working with children and youth and/or with social emotional learning.
- Interest and openness to challenging traditional gender norms.

Required Skills

- Strong relationship building and interpersonal skills.
- Organised and methodological, remaining effective under pressure.
- Deadline-oriented and proactive.
- Working knowledge of office equipment and computer hardware.
- Excellent written and verbal communication skills.
- Exemplify accountability and integrity.
- Adaptable and flexible.



Applications must include: i) Cover letter ii) CV with full contact details of three referees. Interested candidates should send their applications by 4th August to info@kru.co.ke with the subject 'Coach Manager-Pass It Back'.