

## JOB ADVERTISEMENT

Member - World Rugby and Rugby Africa

### TEAM MANAGER KENYA SEVENS NATIONAL TEAM

The Kenya Rugby Union (Union) is the governing body of Rugby Union in Kenya. It controls and administers the game of rugby in Kenya, and also organises national teams and various competitions. It is a member of World Rugby.

- a) The Kenya Rugby Union is desirous of filling the position of the Team Manager, Kenya Sevens National Team. The Person engaged shall be reporting to the Director of Rugby and or Chief Executive Officer, through the Head Coach for effective overall management of the Kenya Sevens Team. The Team Manager in consultation with the Head Coach will provide strategic leadership to the entire team in line with the DOR direction and resolution.

#### **Who we are looking for**

The Team Manager should:

- Hold a post KCSE Degree, Diploma or Certificate.
- Be fluent in the English and Kiswahili languages.
- Be able to use basic computer programs to manage data and word processing.
- Have a minimum of 3 years of experience as a team manager in a division one club or national team.
- Be a Kenyan citizen.
- Have Rugby Ready, Safeguarding and Laws certificates.

#### **Overall Responsibilities:**

- 1) Management of all off-field operational issues with regard to logistics for the squad and management of all international assignments as designed by the KRU.
- 2) Responsibility for administration and budgets.
- 3) Support the players and management to ensure successful, professional and enjoyable international assignments.

#### **Duties:**

- Leadership role in managing the team with the HC.
- Secretary in meetings. Chair meetings in the absence of the head coach.
- Logistics for training sessions.
- Logistics for matches.
- Logistics for travel.
- Advance party assessment of training facilities/match venues/gym.
- Mental skills support for players/coaching staff.
- Liaison between the Head Coach and secretariat.
- Paperwork for coaching staff/players - visa processing, immigration.
- Media liaison for the team.
- representative for players in disciplinary matters.
- Completion of budgets for the Macro plan in liaison with the Head Coach.
- Update of database for players/staff and others.



Interested candidates should submit their CVs via email to [info@kru.co.ke](mailto:info@kru.co.ke) with the subject line 'TEAM MANAGER KENYA SEVENS'. The deadline for applications is 21<sup>st</sup> July 2025 midnight. Only shortlisted candidates will be contacted.

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