



CHIEF EXECUTIVE OFFICER

INTRODUCTION

Ghana Premier League Limited is a private company limited by shares owned by the 18 Premier League clubs with the Ghana Football Association owning a Special share.

The company from the 2024/25 season will be responsible for the organisation and management of the Ghana Premier League.

JOB SUMMARY

- ▶ To lead the formulation and implementation of the strategy of the GPL.
- ▶ To oversee the operations of the GPL in a professional manner, ensuring that all objectives and targets as set by the Board of Directors are met.
- ▶ Lead the GPL's Sponsorship drive, attract and retain quality sponsorship for the League.
- ▶ To develop the GPL brand and engagement levels with the local community, seeking always to maximize new and existing commercial revenue streams and meeting international standards.
- ▶ To be responsible for implementing the philosophy/values, promoting an all-inclusive and progressive environment for staff, volunteers and supporters

QUALIFICATIONS

- ▶ Relevant Degree associated to the fields of Sport, Business and Finance
- ▶ Emergency first aid certificate

KEY PERFORMANCE AREAS

- ▶ Operational Management
- ▶ Regulation Compliance
- ▶ Business Planning & Development
- ▶ Brand Development & Representation

LOCATION

ACCRA, GHANA

TRAVEL

Travel extensively within Ghana and occasionally, outside Ghana

MEMO





CHIEF EXECUTIVE OFFICER

JOB SPECIFICATION

- ▶ Oversee the management of all staff, as well as the overall day-to-day operations of the GPL including but not limited to Office, Commercial and Operations.
- ▶ Responsible for the operational management of the key thematic areas of the GPL. Within this arrangement, to hold the final decision taking rights, subject to approval of the Board.
- ▶ To forge strong and progressive relationships with the GPL member Clubs.
- ▶ To ensure compliance with all player registration regulations set by FIFA, CAF and GFA at all times, as well as any other relevant government regulation.
- ▶ To be the Senior Safeguarding Manager for the GPL ensuring member Clubs comply with all relevant laws and regulations set within the area throughout all levels of operation.
- ▶ To take overall responsibility for all aspects of health and safety throughout the Club.
- ▶ To review and maintain the League's requisite policies and ensure that they are relevant and up to date, including Safeguarding, Equal Opportunities, Corporate Social Responsibility (CSR), Employment, Data Protection and Health & Safety. Ensuring that these are effectively communicated and understood by all by all staff, implementing suitable training where required.
- ▶ Initiate, develop, and implement, in conjunction with the Board, strategies and processes to achieve long term sustainable playing and commercial success for the League.
- ▶ To work with the Commercial/Marketing Manager to identify and develop new and existing commercial revenue streams. To ensure that the League's Secretariat operates within its set budgets, seeking at all times to achieve cost effective and efficient practices.
- ▶ To work with the Board to develop key KPIs to monitor the development of the League.
- ▶ To work with and develop a positive and mutually beneficial relationship with the League's CSR in the Community. Attending Trustee Meetings and working in partnership to use football as a vehicle to inspire and engage with the members local communities.
- ▶ To create an exciting and engaging match day experience in order to engage and develop the members' supporter base, creating future generations of supporters. Brand Development & Representation.
- ▶ To always represent and promote the football the League in a positive and progressive manner, engaging and developing relationships with existing and new members of the League's key stakeholders and members of the local community.

MEMO





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JOB SPECIFICATION (cont'd)

- ▶ Work with the Media and Engagement Manager to ensure that the League has a strong and positive media presence, with particular focus around e-communication and engagement.
- ▶ To provide an operational update quarterly/monthly.
- ▶ To attend and participate GPL Board Meetings.
- ▶ To represent the Club at all GFA Meetings, as well as any relevant meetings held by other key stakeholders.

KNOWLEDGE & EXPERIENCE

KNOWLEDGE:

- ▶ Good knowledge in Contract Negotiations.
- ▶ Good knowledge of Business Strategy
- ▶ Good Knowledge of the Football Market

EXPERIENCE:

- ▶ Previous experience of managing staff and volunteers.
- ▶ Experience of working within professional football, including the GFA, GPL operations.
- ▶ Knowledge and experience of player administration, regulations, and compliance.
- ▶ Proven record of accomplishment of developing new and existing relationships with organisations key stakeholders.
- ▶ Experience of working with Boards to develop strategies, KPI's and budgets.
- ▶ Knowledge and previous experience of operational finance requirements, practices, and Sage accounting systems.
- ▶ Experience of community engagement, charities, and the public sector.
- ▶ Experience of representing organisations, developing relationships, and seeking new opportunities.
- ▶ Strong communication and public engagement skills.
- ▶ An understanding and experience of media, communications, brand development and e-marketing.
- ▶ Experience of working directly with football governing bodies, clubs, and subsidiary organisations.





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SKILLS & BEHAVIOUR

SKILLS:

- ▶ Excellent Problem-Solving Skills
- ▶ Excellent Project Management Skills
- ▶ Demonstrable Leadership and Supervisory Skills.
- ▶ Excellent High-level Networking Skills.
- ▶ Excellent Communication & Presentation Skills
- ▶ Excellent Critical Thinking and Decision-Making Skills
- ▶ Budget Preparation Skills
- ▶ Excellent Skills in Data & Analytics
- ▶ Ability to identify, coach and mentor potential leaders.
- ▶ Digital Proficiency in Microsoft 365 Suite (Word, Excel, PowerPoint, Outlook, Teams, Zoom OneDrive & SharePoint)

BEHAVIOUR:

- ▶ Must be a person of high integrity.
- ▶ Must exhibit a high sense of professionalism and confidentiality.
- ▶ Must be a proactive and results-oriented person.
- ▶ Must be self-driven and be able to work under no supervision.
- ▶ Cross Cultural awareness and respect for all despite race, sex, age, colour, gender, etc.

HOW TO APPLY

Kindly send your application with all relevant attachments to:
recruit.ghanapremierleagueltd@gmail.com

Deadline
THURSDAY, AUGUST 31, 2023 (5:00PM)

NB:
Only shortlisted Applicants will be contacted.

