



**BOTSWANA NATIONAL OLYMPIC COMMITTEE**



## **ABOUT BOTSWANA NATIONAL OLYMPIC COMMITTEE**

The Botswana National Olympic Committee (BNOC) strives to promote excellence in Elite Sport through simultaneous support of athletes, administrators and coaches, and other sport support services. These programmes have been supported mainly through Botswana Government and Olympic Solidarity funding.

Botswana National Olympic Committee is a statutory sporting authority in Botswana under the International Olympic Committee and also serves as body in charge of Commonwealth Games for Botswana; which is committed to achieving the highest excellence in sport. It strives to provide a safe and healthy working environment for all employees, tolerant of cultural diversity, the right to different opinions and fair treatment of all employees. Workplace duties, relationships and behaviors that are proper, fair and honest need to comply with all applicable laws, particularly with provisions of the Constitution of Botswana and those principles which relate to the BNOC, its affiliates and its employees.

Through the re-examination and redefinition of the Organisation's Mission, Vision and Values, a 360-degree environmental analysis and thorough understanding of the organisation's interaction with the environment in which it operates, the BNOC key priorities are:

- Improving strategic partnering to increase efficiency and service delivery, and thereby enhance organisational value creation
- Increase and improve the diversification of revenue streams and enhance resource utilization with the aim of improving long-term organisational sustainability
- Improve capacity building and the development of key competencies to improve operational excellence
- Enhance the espousal of Olympism and conservation in line with Sustainable Development Goals and overall International Olympic Committee (IOC)'s strategic direction
- Improve the overall performance of the Organisation, its stakeholders and affiliates

BNOC has exciting career opportunities for strategic, high performance and self-driven individuals. We are looking to fill the following role:

**Job Title : Chief Executive Officer**

**Reporting : To the Board of Directors**

### **Overall Job Purpose**

To set a clear strategic direction for the promotion and development of elite sport in Botswana, oversee the preparation and delivery of Team Botswana at all multi-sport international games including the Olympics, Commonwealth Games, Commonwealth Games Federation (CGF) Youth Games and African Games and build internal capability to deliver on the mandate of the BNOC.

## **Key Performance Areas**

- Provides the requisite leadership and strategic direction of the BNOC in line with the set mandate of the organisation.
- Institutes necessary budgetary processes to ensure effective resource mobilisation, allocation and monitoring.
- Identifies and pursues other potential revenue streams to meet operational costs.
- Collaborates and maintains effective strategic relationships with key stakeholders.
- Develops a wide range of relationships and networks locally, regionally and internationally
- Acts as a liaison between the BNOC and other sports agencies on elite sport development matters and ensures compliance with national and appropriate international regulations.
- Institutes a culture of high performance that is supportive of elite sport development and the mandate of the BNOC;
- Acts as Chief Spokesperson of the BNOC; and
- Undertake other such duties as directed by the Board of Directors.

## **Education and experience required**

- Bachelor's Degree in Sports Administration, Business Administration, Management or equivalent tertiary qualification.
- A postgraduate qualification will be an added advantage
- Ten (10) years traceable experience in executive management and strategic leadership. Experience in Sport Organization Management would be an added advantage

## **Knowledge and Skills**

- Communication and Presentation Skills
- PowerPoint Design and data Visualization Skills
- Strategic Mindset and Vision
- Collaboration Skills
- Coaching Skills
- Financial Management Skills

**KINDLY forward your application, certificates and CV to: [registry@botswananoc.org](mailto:registry@botswananoc.org)**

**Deadline for applications is the 29<sup>th</sup> December 2023**

**\*ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED**