



TOFO BOARD-RIDERS  
ASSOCIATION OF MOZAMBIQUE  
TOBAM

## **Terms of Reference for the position of Sports Director of the Tofo Board Riders Association of Mozambique**

### ***Introduction***

TOBAM is recruiting qualified personnel to fill all Executive Team positions to develop the organisation and implement its Strategy 2023-2025. While TOBAM aims to develop a professional Executive Team, all positions will be voluntary and unpaid until sufficient funding is secured. Nonetheless, TOBAM expects Executive Team members to perform their roles in a professional manner.

Working under the guidance of TOBAM's Executive Director, the Sports Director develops the organization's governance and education activities and is accountable for their implementation and the results achieved.

The Sports Director maintains regular and transparent communication with the Executive Director and the Program team, including the Voice Director and Economy Director, and colleagues in the Operations team, namely the Operations Director and the Communications Director. She/he has the responsibility of exemplifying values of high ethical standards, integrity, and fairness. She/he must act in the best interests of TOBAM in all contexts and request prior approval to represent TOBAM in all external interactions and communications.

**Position duration:** 12 months with an initial 3-month probationary period

**Reports to:** Executive Director of TOBAM

**Max. time commitment:** up to 12 hours a week – can be revised in discussion with the Executive Director

### ***Responsibilities:***

1. Lead, develop and manage the implementation of TOBAM's sport program activities, including but not limited to:
  - I) Surf team coach:
    - a. Develop a competitive, nationally representative male and female surf team.
    - b. Create benchmarks and strategies to optimize surf team competitive performance.
    - c. Manage surf team training locations and camps, supplies and infrastructure.
    - d. Identify and integrate leading surf mentors in team training activities.
    - e. Model exemplary athlete behaviour.
    - f. Procure surf team equipment, supplies and uniforms.
    - g. Ensure the safety and well-being of surf team members during trainings, travel, and events.
  - II) Surf events:
    - a. Lead TOBAM's management of national and international surf events.
    - b. Manage national surf team travel and participation in national and international events.
    - c. Coordinate events with local and international partners.

- d. Develop content for national and international surf policy with partners.
- e. Build TOBAM's capacity to provide judges for national and international surf events.
2. Manage monitoring, evaluation and reporting on all sport program activity.
3. Collaborate closely with all members of TOBAM's Operations and Programs teams.
4. Assist mobilise funding to implement TOBAM's strategy.
5. Assist build and manage relationships with community members and strategic partners.
6. Prepare sport program content for communications, marketing and social media.
7. Represent TOBAM on issues or events, case by case, agreed with the Executive Director.

***Knowledge & Experience:***

1. Senior surf coaching and surf event management role.
2. Working in multi-cultural teams from diverse communities.
3. Developing surf coaching programs and surf events for youths.
4. Working with young Mozambican surfers and surf community actors.
5. Working with surf events and surf industry leaders.
6. Building and managing young surfer relationships and surf industry partnerships.
7. Project finance and performance management monitoring and reporting.
8. Substantive knowledge and experience in surf coaching and competitive surf events as well as two or more of the following areas: sport for development, competitive surfing as an athlete, surf event judging, professional surfer sponsorship.

***Competencies/ skills:***

1. Surf coaching for short boarding and long boarding.
2. Surf event judging, management, and sponsorship.
3. Ability to make difficult decisions, managing project activities and stakeholder interests.
4. Facilitative, diplomatic approach for effective project delivery with and through partner organizations.
5. Good listener, capable of navigating social and environmental trends and pressures.
6. Collaborative, mediator with a strong capacity to translate multiple views into long-term results.
7. Ability to engage and operate effectively in a complex political and social context.
8. Ability to provide expert input on surf coaching and competitive events for resource mobilization.
9. Strong public-speaking skills.
10. Fluency in English, Portuguese, digital media, Word, Excel and PowerPoint.