



SPECIFICATION OF THE PROVINCIAL MANAGER POSITION

1. BACKGROUND

- Boxing South Africa is a Schedule 3A Entity of Government under the Department of Sport and Recreation. Boxing SA is regulated by the Act of Parliament, the SA Boxing Act no. 11 of 2001.
- Boxing South Africa does not have provincial offices and therefore for the purposes of its services at provincial level, it uses the services of consultants who serve as Provincial Managers whose responsibilities are the execution of the scope of work listed below.
- Provincial Managers are not employees of BSA but are rather consultants with a proven track record of service and leadership in professional boxing.
- The nature of professional boxing dictates that as boxing goes through a repositioning and rebranding phase, Provincial Managers should not only be individuals who will only hold functionary duties but also exhibit an extreme passion and knowledge of boxing, and be an enthusiastic ambassador who will routinely go beyond call of duty to ensure that boxing within his/her area of jurisdiction is optimally serviced and its stature and footprint grown.

2. PURPOSE

- Boxing South Africa hereby seeks to appoint Provincial Managers who will be responsible for all its designated services at provincial level. Key amongst the responsibilities of a Provincial Manager is tried and tested ability to oversee the successful and compliant planning and delivery of all tournaments.
- For this purpose the Provincial Manager would equally need to have firm knowledge of all other boxing world bodies, their dynamics and processes. The Provincial Manager would be expected to also oversee the key functions of professional boxing such as licensing, sanctioning process, rating process, as well as specific BSA Standard Operating Procedures.

3. SCOPE OF WORK

- To conduct licensing in respective provinces.
- Organise and conduct sparring events.
- Train new Ring Officials.



- Supervise sanctioned tournaments and allocate personnel resources in consultation with BSA.
- Conduct inspections of tournament venues and gyms on a regular basis in compliance with the Boxing Regulations.
- Oversee the entire tournament application process by ensuring that all tournament compliances and requirements have been met and submitted by the Promoter before tournament date, e.g. availability of dates, payments of purses, etc.
- Give recommendations and advise BSA with regards to the proposed tournament bill.
- Ensure submission of post tournament requirements in line with the Boxing Regulations.
- Oversee and conduct pre-tournament events in line with the Boxing Regulations, e.g. weigh-ins.
- Compile tournaments results and reports.
- Facilitate provincial events on behalf of BSA such as trainings and workshops.
- Act as a liaison person between licensees, other stakeholders and BSA in handling queries.
- Execute all other delegated duties given by the office from time to time.

4. REQUIREMENTS

- Matric or equivalent qualification.
- Proven knowledge and experience in the sport of boxing.
- Knowledge of the Boxing Act and Regulations. Any knowledge of other regulatory framework will be an added advantage.
- Computer skills e.g. MS-Office, Printing, Scanning, Internet and e-mails.
- Administrative skills e.g. Report writing.
- Problem solving skills.
- Own transport.

5. WORKING ENVIRONMENT (Out of Office)

- The Provincial Manager must be a self-driven individual and good leader who is able to ensure results without constant and direct supervision.
- The nature of work of a Provincial Manager might be highly uneven with lots of down times at time, but also spikes in workload and high volume of work at times depending on the boxing calendar.
- BSA seeks to appoint 7 Provincial Managers.



BSA promotes the participation of women in boxing and therefore females are encouraged to apply.

Submit your applications for the attention of the CEO to the following addresses:

P. O. Box 1347

Southdale

2135

OR

Hand deliver at:

2nd Floor Hatfield Forum East Building

1077 Arcadia Street

Hatfield

0083

For Enquiries please contact Mr Mncedisi Ngqumba on (012) 765-9600 between 8:00 and 16:30 weekdays.

Closing Date: 8 February 2019 at 16:30