

## **History**

The confederation of African football (CAF), was founded in 1957 by four countries, Egypt, Sudan, Ethiopia and South Africa.

As an administrative body for the region, CAF manages competitions, offer of technical and administrative training, while actively promoting football.

The confederation organizes championships including the cup of Africa of Nations, the most popular competition. It also supports the FIFA in the coordination of tournaments for different Cup as the World Cup and the Olympic Games.

The confederation has recently embarked on a vast program of reforms with the goal to restore the credibility of the CAF, to increase revenue, develop the game and improve the governance of football.

As a result, the CAF offers three vacancies that will serve as a result the objectives set by the confederation.

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## 1- Director of Legal Affairs Division

### A. Introduction:

**Job Title** : Director of Legal Affairs Division  
**Division** : Legal Affairs  
**Reporting to** : Deputy General Secretary (Administration & Finance)

### B. Job Duties and Responsibilities:

The Director of Legal Affairs at CAF needs an excellent command of legal expertise and fair knowledge of football law, in order to achieve the following duties:

- Creation and development of the Legal Affairs division that will provide expert and strategic legal advice to the President, the Secretary General, the Deputy General Secretary (Administration & Finance);
- Study and review of contractual agreements with CAF sponsors and partners;
- Review the agreement with CAF medical and insurance partner;
- Analyze and suggest improvement of CAF contracts for personnel;
- Ensure delivery of legal agreements that minimize risks and maximize legal rights of the administration;
- Master CAF Statutes, Regulations and Disciplinary Codes for continuous update and improvement;
- Overview Club Licensing regulations;
- Manage and supervise the Disciplinary and Ethics departments;
- Supervise Trademark registration and follow up;
- Assist in litigations and Court of Arbitration of Sport (CAS) cases;
- Manage in cooperation with CAF lawsuits related to CAF National Associations;
- Anticipate and Identify proactive solutions to avoid potential legal risks.

### C. Job Coordination

- Required to coordinate with CAF General Secretary's office, Deputy General Secretary for Administration and Finance, different CAF divisions, courts and all external Entities.

#### D. Qualifications

- A bachelor's degree preferably in law;
- At least 5 years of work experience in providing legal counsel to international Organizations;
- Very good understanding of commercial law, sports law, licensing and broadcasting Agreements;
- Ability to set and deliver plans and objectives in an efficient and timely manner;
- Resilient and able to work under pressure;
- Excellent judgment and analytical skills;
- Strong knowledge and passion for Football;
- Great sense of accountability and responsibility;
- Utmost level of ethics, integrity and seriousness.

#### IT Skills

- MS Office (Word, Excel, PowerPoint, Project)

#### Language Skills

- Fluent in written and spoken English and French.
- Other languages such as Arabic and Portuguese would be an advantage.

#### E. General CAF obligations:

- To respect and honor the working hours which starts at 0900 hours;
- To respect the dress code of the organization;
- To attend all meetings as required by the management;
- To attend any courses/seminars as deemed fit by the management;
- To conduct oneself in a manner that upholds the image and integrity of CAF;
- To remain contactable at all times via the mobile phone or email.

**Note:** The employee may be required to work outside his/her official working hours and/or job description as deemed necessary by the management.

**Kindly send the CV's of qualified candidates by 30<sup>th</sup> January maximum to [caf@targetdhr.com](mailto:caf@targetdhr.com)**

**14<sup>th</sup> January 2018**