



<b>Job title</b>	General Manager – Women’s Team
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**The impact you’ll make:**

As General Manager, you'll be the driving force behind the Club's long-term strategy for women's football. You'll oversee all aspects of the team, from personnel and budget management to commercial development and day-to-day operations. You'll also build strong relationships with key partners and ensure the Club meets all licensing and regulatory requirements.

**Your key responsibilities will include:**

- To develop and deliver a strategy and vision for women's football at the Club.
- Responsibility for meeting licence requirements, and to ensure Club adheres to The FA's Rules and Regulations and the Competition Rules.
- To act as The FA's primary contact for all League Competition business and meetings, in particular: commercial, finance, broadcast, facility, and fixture related issues.
- Development of relationships with key partners to ensure club sustainability.
- Attendance at all meetings for League Competitions arranged by The FA.
- Fixture planning and subsequent management to deliver against the Club's plan for fixtures and events, marketing, and match-day promotion.
- Administration of first team travel arrangements including booking all necessary hotel and transport bookings.
- Management of all staff relationships to ensure effective recruitment, day-to-day management, and delivery of all work plans to agreed targets, in particular marketing/match day promotion and attendance requirements.
- Supporting the coaching and senior management team on player recruitment, contracting, registration and associated salary management.
- Management and monitoring of the financial regulation scheme in place for the League Competitions.

**Your skills and experience:**

- Proven track record in a general management or operational management role within a sports environment and ideally within the women’s game.
- A strong understanding of the rules, regulations and requirements of a football club operating in the Women’s football pyramid.
- Passion for developing women's football and a commitment to equality in the sport.
- Awareness of diversity and equality challenges in football.
- Experience of writing and delivering corporate strategy.
- Excellent communication and interpersonal skills to build strong relationships.
- Experience with strategic planning, budgeting, and financial management.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)

While the essential skills above are key, the ideal candidate will also possess:

- Existing network within the women's football pyramid in England
- Experience in commercial/business management, particularly in sports.
- The ability to work flexibly, including weekends and travel.



**Ready to lead the way?**

If the role is of interest and you would like to apply, please share your CV and covering letter with Beth Reid at The Executives in Sport Group on [br@eisg.com](mailto:br@eisg.com)

The Executives in Sport Group are retained on behalf of Portsmouth Football Club to appoint a General Manager - Women's Football. All direct applications and CVs will be forwarded to The Executives in Sport Group.

We ask that applicants complete our diversity monitoring form. You are not obliged to answer any of these questions but the more information you supply, the more effective our monitoring will be.

You can complete the form for the following link: <https://forms.office.com/e/J1DXsmXt2J>

All information supplied is anonymous and will not be viewed by recruiting managers.

Please note that due to the volume of applications received, we are unable to provide specific feedback on unsuccessful applications.