



Job Title:	CHAIRMAN- APPEALS COMMITTEE	Reports to:	GENERAL SECRETARY / CHIEF EXECUTIVE OFFICER
Unit:	APPEALS COMMITTEE	Department :	LEGAL AND COMPLIANCE
Grade:	–	Date:	5/8/2025
Job holder:		Supervisor:	NATIONAL EXECUTIVE COMMITTEE
Signature:		Signature:	

Job Purpose Statement
The Chairman of the Committee will oversee all Appeals against all decisions determined by all committees in accordance with the FKF, CAF, FIFA Disciplinary Code and the Code of Ethics. Take note that this position shall be on an initial voluntary basis.

Academic:
<ul style="list-style-type: none"> • Bachelor's degree in Law (Master's degree will be an added advantage) • Professional qualification such as Post Graduate Diploma in Law (Kenya School of Law) • Membership of Law Society of Kenya is an added advantage.
Desired work experience:
<ul style="list-style-type: none"> • Minimum 7 years of progressive experience in practicing Law; • Experience in sports administration or non-profit sector is a strong advantage; • Proven track record in sports law practice will be an added advantage; • Strong industry knowledge and networks. • Experience with football associations, leagues, or sports bodies; familiarity with CAF/FIFA Statutes and Regulations

Behavioral Competencies	
Emotional Intelligence	<ul style="list-style-type: none"> • Resilience Under Pressure: Maintains composure during high-stress events. • Empathy & Conflict Resolution:
Social and Cross- cultural Awareness	<ul style="list-style-type: none"> • Cultural Intelligence: Communicates fluently in multi-lingual (English, French, Arabic, local languages) environments and respects diverse work practices • Inclusive Communication: Tailors messaging across hierarchical levels and cultures within the FA structure and external partners.
Agility & Adaptability	<ul style="list-style-type: none"> • Operational Flexibility: Quickly responds to unexpected needs—cashflow shortages, logistical changes in events, emergencies. • Continuous Improvement Mindset: Embraces modern tools and new processes to increase service quality and operational efficiency.



MEMBERS OF THE APPEALS COMMITTEE (6 POSITIONS)

In addition to the above post, the Federation also invites interested persons to apply to be members of the Disciplinary Committee;

Job Title:	MEMBER-APPEALS COMMITTEE COMMITTEE	Reports to:	GENERAL SECRETARY / CHIEF EXECUTIVE OFFICER
Unit:	APPEALS COMMITTEE	Department :	LEGAL AND COMPLIANCE
Grade:	—	Date:	5/8/2025
Job holder:		Supervisor:	NATIONAL EXECUTIVE COMMITTEE
Signature:		Signature:	

<p>Job Purpose Statement</p> <p>The Committee will hear and oversee all Appeals against all decisions determined by all committees in accordance with the FKF, CAF, FIFA Disciplinary Code and the relevant Code of Ethics.</p> <p>It is responsible for enforcing FKF, CAF and FIFA regulations, ensuring that competitions are conducted fairly, and taking action against breaches of rules and ethical standards.</p> <p>Additionally, it is responsible for ensuring that it investigates misconduct, imposes sanctions where necessary, and ensures that football remains a sport characterized by respect and professionalism.</p> <p>Take note that this position shall be on an initial voluntary basis.</p> <p>Academic Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's degree in any relevant field or any higher qualification (Master's degree will be an added advantage) <p>Desired work experience:</p> <ul style="list-style-type: none"> • Minimum 7 years of progressive experience in the relevant field in a higher managerial/corporate sector; • Experience in sports administration or corporate sector is a strong advantage; • Strong industry knowledge and networks. • Experience with football associations, leagues, or sports bodies; familiarity with FKF, CAF/FIFA Statutes and Regulation
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Behavioral Competencies	
Emotional Intelligence	<ul style="list-style-type: none"> • Resilience Under Pressure: Maintains composure during high-stress events. • Empathy & Conflict Resolution:
Social and Cross- cultural Awareness	<ul style="list-style-type: none"> • Cultural Intelligence: Communicates fluently in multi-lingual (English, French, Arabic, local languages) environments and respects diverse work practices



	<ul style="list-style-type: none">• Inclusive Communication: Tailors messaging across hierarchical levels and cultures within the FA structure and external partners.
Agility & Adaptability	<ul style="list-style-type: none">• Operational Flexibility: Quickly responds to unexpected needs—cashflow shortages, logistical changes in events, emergencies.• Continuous Improvement Mindset: Embraces modern tools and new processes to increase service quality and operational efficiency.

Additional information.

All interested persons should submit their applications and Academic credentials to Email: legal@footballkenya.org by close of business 11th August 2025.

This Advert is signed-off with reference having been made to Football Kenya Federation core values and aligned competencies against these value and submitted following the Resolution by NEC in accordance with Article 64 of the FKF Constitution.