



Women's Champions League Supervisor

WE CARE ABOUT FOOTBALL

Job information

Division / Sub-division: Football / Women's Football

Contract type: Permanent

Start date: 01.06.2023

Location: Nyon

Main goal

A key member of the Women's Football Sub-division, the Women's Champions League Supervisor will be responsible for one of the world's most important women's sports competitions, the UEFA Women's Champions League. The chosen candidate will have a unique opportunity to work in a dynamic, fast-growing domain, ensuring the delivery of the UEFA Women's Champions League at a standard befitting a world-class football competition and contributing to its further strategic evolution.

Key responsibilities

- Leading the sporting aspects of the competition in consultation with the Senior Competitions Manager;
- Ensuring that the competition's wider strategic goals are met;
- Building and developing relationships with participating clubs;
- Acting as the main internal contact person for competition-related matters;
- Building relationships and ensuring synergies with other departments and units;
- Preparing, supervising and coordinating draws and workshops;
- Preparing the competition regulations in consultation with all internal stakeholders;
- Preparing fixture lists, coefficients and other competition-related documentation;
- Supervising the production of the operational manual for clubs participating in the competition;
- Monitoring matches and supervising any follow-up action in cooperation with the Football Operations Unit;
- Liaising with relevant experts on matters related to bidding by associations wishing to host finals of the competition;
- Supervising and coordinating the competition entry process;
- Ensuring the completion of all administrative follow-up after each round, including the distribution of payments and performance bonuses to participating clubs;
- Ensuring the distribution of solidarity payments to non-participating clubs;
- Proactively preparing analyses, reports and statistics with the evolution of the competition in mind;
- Preparing competition-related documentation for meetings of the UEFA Women's Football Committee and the UEFA Executive Committee.



Profile

Experience required:

- from 4 to 6 years working in an international environment, ideally in sport or for a sports organisation

Languages:

- English / Proficient
- Other European languages would be an asset

Additional requirements:

- Passion for women's football
- Experience in the organisation of football competitions
- Ability to travel
- MS Office / Proficient

