



Job Title:	Executive Chairperson	Reporting To:	Executive Governor, Kwara State
Start Date:	August 2015	Years in Career:	20 years
Direct Reports:	All Staff & Agents of KS-IRS	Education:	PhD; MBA/MPA
Contract Term:	4 Years (Renewable)		

About the Role The Executive Chairperson of KS-IRS is accountable directly to the Executive Governor, and charged with the care and management of the taxes covered by the Internal Revenue Law.

This role is one of the largest and most challenging as it is regarded as a matter of legal, fiscal, governance and management priority, not just for the present time but to position Kwara well for efficiency and development for the future.

Therefore, the incumbent must be an inspirational change manager who can lead and manage the KS-IRS through this period of change and strategic repositioning, by efficiently and effectively delivering on key tactical performance indicators such as:

- i. Expansion of taxable base and maximum collection rates,
- ii. Critical data gathering and business information dissemination,
- iii. Advising KWSG on tax policy and certain social policy measures that are responsive and supportive of the administration and business/human welfare.

This contract-based position comes with highly attractive remuneration package, including bonuses that reward excellence in performance.

Specific Tasks Specific tasks are divided into the following categories and include:

- 1) General KS-IRS & Board management:
 - a. Manage a critical agency undergoing significant change and reorientation in the way its services are delivered, technology is utilized, skills are leveraged, and public perception is managed;
 - b. Manage a tax system that encourages voluntary compliance by taxpayers, retains the confidence of the community and proactively addresses compliance risks;
 - c. Ensure progressive and maximized automation and streamlined information flows supported by upgraded technology;
 - d. Retain, develop and attract high calibre people with the skills required for the future;
 - e. Institutionalize, leverage, empower organizational processes and identify systemic opportunities for synergy and integration;
 - f. Establish and interpret tax administration policy and for developing strategic issues, goals and objectives for managing and operating the IRS;
 - g. Overall planning, directing, controlling and evaluating IRS policies, programs, and performance;
 - h. Direct and take overall management responsibility for a portfolio of services whose performance delivers against corporate priorities and service plans;
 - i. Ensure the effective implementation and compliance with legislative requirements and policy, including timely and accurate advice to the Board and its committees;
 - j. Ensure that the Council's performance management framework is used to recognize good performance and to tackle under performance.
 - k. Take overall responsibility for evaluating, reviewing and reporting on the



performance of the portfolio of services, ensuring that they meet clearly defined objectives and performance targets;

- l. Determine the structures, roles and processes required to deliver services in line with corporate priorities and ensure that appropriately skilled and motivated resources are deployed so that corporate and service objectives are met;
 - m. Lead and support change, and promote and embed a culture of learning and innovation, responding to the needs of service users and customers, in order to drive continuous improvement in service delivery;
 - n. Promote and embed a culture of commercial awareness, ensuring that services develop the acumen to identify and develop income generating opportunities;
 - o. Be accountable for ensuring equality of opportunity in service provision and employment practices
- 2) KWSG system-wide participation and support:
- a. Ensuring social policy programmes are efficiently funded and managed;
 - b. Working across government to improve services to develop long term strategies;
 - c. Exploring opportunities for wider State-wide integration for service delivery;
 - d. Providing high quality tax policy advice to the treasury and the Governor to support the Government's long-term growth agenda of Shared Prosperity;
 - e. Troubleshoot to find ways to eliminate roadblocks and zero in on the vital few issues that require attention;
 - f. Lead training of all Ministries, departments and agencies on tax issues as may be direct by the Governor;
 - g. Be responsible for required stakeholder interactions with public and private entities when required.

Education

- 1) BSc/LLB; LLM in Tax Law or MSc/MBA/MPA
- 2) Professional membership of The Chartered Institute of Taxation of Nigeria is a must;
- 3) Evidential Professional development in stakeholder engagement and change management; and
- 4) A PhD Public Administration will be an added advantage.

Professional Experience

- 1) 20 years of successful and verifiable experience with a combination of most or all of the following Directorship roles at a Revenue Agency at the Federal or State levels:
 - a. Service Delivery,
 - b. Business Strategy,
 - c. SME & Large Corporation Revenues,
 - d. Finance & Administration,
 - e. Legal Counsel,
 - f. Human Resource Management,
 - g. Internal Audit & Reporting.
- 2) Leader of steering committees on departmental and organizational change management;
- 3) Demonstrated experience in managing strategic and organizational planning activities within a complex organization, preferably in a tax environment.



- Required Skills**
- 1) Must be comfortable with developing complex financial models;
 - 2) High level of digital literacy and familiarity with database management systems;
 - 3) Must be exposed to economic cost benefit analyses;
 - 4) Stakeholder and cross-functional team management;
 - 5) Experience in public sector management;
 - 6) Target driven, with a string and proven ability to surpass specific targets within specified time frame.
- Personal Attributes**
- 1) Knowledge of the political environment and decision making factors, but courage to maintain objectivity and stay on track by managing up;
 - 2) Personal credibility and integrity;
 - 3) Self-confidence and respect for others, regardless of position, and willingness to work as a team member/leader;
 - 4) Ability to articulate positions and strategies concisely and quickly, in a manner that is useful and easily understood by all stakeholders;
 - 5) Demonstrated ability to be an effective leader in a multi-disciplinary environment;
 - 6) Executive leadership and ability to see and handle all the sides of an issue or project;
 - 7) Strong and pragmatic business acumen with the ability to recognize the business consequences of legal advice and vice versa;
 - 8) Excellent interpersonal skills, with ability to communicate and interact effectively at all levels of the organization.