



Gloucestershire Cricket Board LTD

www.gloscb.play-cricket.com

The County Ground, Nevil Rd, Bristol, BS7 9EJ.

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Job Description - Cricket Development Officer (Club & School Development for the Forest of Dean & Gloucester areas)

1. JOB PURPOSE

To fully support key project work for the Gloucestershire Cricket Board and the Cricket Development Manager in support of an annual plan with the ECB. The ECB now work with County Cricket Boards in a way that allows freedom for each County to work to their own set of key objectives, whilst at the same time ensuring that mandatory ECB objectives are met. The main focus of this post will be to assist and work towards hitting all KPI's set by the GCB and the ECB, ensuring that each year's IPP action plan is met (including coaching, IOG, ECB ACO, CricketForce and Clubmark targets).

The role will be split into 2 key areas; working with clubs to support volunteer recruitment and retention whilst looking to increase the number of 16-25 year olds volunteering in cricket and; delivering strategic school delivery around the needs of the two School Sports Partnership, including coaching and leadership work.

The post will have a great chance to develop cricket for U11's in an area that currently does not provide many opportunities. This will include working with clubs in the recruitment of volunteers whilst developing sustainable structures at clubs; developing and creating local leagues with Youth Associations and coaching within schools targeted around the club development that will be ongoing.

2. JOB FOCUS

The Primary Focus of this post is to ensure that annually all KPI's are met within the GCB action plan and the needs of all funding partners are met (Chance to shine (C2s), vCricket and Gloucester and the Forest of Dean School (FOD) School Sport Partnerships (SSP's)). The officers remit within this document will be to support the sections that involve the Counties Volunteer Workforce and School and Club Development in terms of entries to relevant competitions.

The officer will look to retain young people in sport by ensuring a high-quality, enjoyable, young-person-centred experience and provide guidance on progression opportunities based on the young person's interests and abilities.

The 3 main coaching focuses will be 1) U11 cricket with links to National and Local Competitions 2) Secondary cricket targeted the ECB's priorities of Inter and Lady Taverners Cricket 3) The delivery and management of Gloucestershire C2s projects – all of which will include the duty of encouraging them to make the transition from the school to the local Club.

3. SUPERVISION AND WORK PLANNING

The post will be employed by Gloucestershire Cricket Board and line managed by the Gloucestershire Cricket Development Manager.

4. QUALIFICATIONS AND EXPERIENCE

Essential

- Excellent administrative skills and evidence of project work
- Computer literate and effective user of excel, access and other Microsoft programmes
- Understanding of the C2s project
- 3 years experience as a cricket coach to ECB level 2 or UKCC2 qualification or, (or overseas equivalent)
- Working knowledge of LTAD.
- Understanding of partnership working and able to make links with contacts throughout the area.
- Experience of working with recreational sports clubs
- Able to differentiate in all teaching/coaching sessions.
- Effective Communicator with ability to persuade and influence people.
- Good presentation skills
- Working knowledge of School to Club links and Cricket Development Pathways.
- Child Protection trained or, commitment to achieving this within a short period of time.
- Valid CRB certificate
- Disability trained or, a commitment to achieving this within a short period of time.
- Tutor trained or, a commitment to achieving this within a short period of time.
- Excellent leadership skills
- Ability to work independently and as part of a team with good time management skills
- Ability to travel independently between sites
- Ability to work flexible and unsociable hours (evenings and weekends)
- Access to a car and a clean driving licence

Desirable

- 3/5years experience as a cricket coach to level 2 ECB qualification (or overseas equivalent)
- Experience of teaching/coaching children of all ages, from 4 to 18.
- Experience of disability coaching and/or the disabled player pathway within a UK cricket coaching programme.
- Knowledge of the National Curriculum Training Programme.
- Experience of working on cricket specific projects
- Experience of working within schools
- Clubmark nominated officer trained or, a commitment to achieving this
- Experience of managing a cricket coaching programme and mentoring of Club Coaches.
- Knowledge of the ECB Volunteers Programmes
- Experience of working with voluntary organisations
- Experience of volunteer recruitment and management

5. **MAIN DUTIES**

- Support GCB in the delivery of the Improvement Planning Process
- To support the CDM on achieving the Gloucestershire IPP annual action plans
- Manage, administer and coach on one or two C2s programme across the Gloucester and FOD areas
- Support Gloucester and FOD Clubs through Clubmark
- To recruit Club Volunteer Coordinators and support them with necessary training
- To lead and facilitate the ECBs Volunteer Coordinator Workshop
- To increase the number of 16-25 year olds volunteering in cricket
- To work with affiliated clubs to support volunteer recruitment, retention and reward, including the delivery of “Be Involved” workshops.
- To work with a variety of organizations, both sporting and non sporting promoting volunteering and recruiting volunteers into the game.
- To work closely with the ECB Regional VCricket Manager
- To proactively encourage participation in CricketForce and nominations for the county OSCAs (Outstanding Services to Cricket Awards).
- Be the lead coach for at least 1 County or District Squad during each season
- To deliver core movement and cricket skills, working both within and outside of core curriculum time on school sites, retaining young people in sport by working closely with local sports clubs and other sports providers
- To encourage and continuously monitor the links between Schools and Clubs.
- Organise teaching and coaching opportunities in local schools
- Work closely with other partners to coordinate both indoor and outdoor competition and festival opportunities, initiating these where appropriate.
- Work with priority groups to ensure equitable access and delivery
- Have monitoring and evaluating systems in place.
- Assist staff in schools with identification of needs and talent and report to relevant performance representative.
- Report to the Gloucestershire Cricket Board on delivery and developments.
- Ensure compliance with all health and safety legislation and associated codes of practice and Authorities, Partners and NGB policies.
- Develop opportunities for attracting funding for the scheme.
- To attend meetings relevant to the post.
- To provide written reports and ensure that all monitoring and evaluation is undertaken and submitted on a monthly basis.
- To be committed to Continued Professional Development and attend training as and when required by GCB
- To undertake any other duties that might reasonably be deemed within the status of the job and appropriate to the post.

6. GENERAL

This job description only contains the principle accountabilities/main duties relating to this post and does not describe in detail all of the duties required to carry them out. The post holder will be expected to work evenings and weekends as and when required.

If you would like to have any further information about this post then please contact Steve Silk on 07554 452228 or 01179 108009. If you are happy with the information received and you would like to be considered for this post then please send your up to date CV along with a covering letter of why you would like to apply for the post, to:

GCB
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