

Kent Cricket Board Limited

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KENT CRICKET
BOARD

Candidate Brief

**Appointment of Cricket Development Officer
(East)**

Temporary Contract

February 2012

Kent Cricket Board working in partnership with all communities in Kent

Introduction

Kent Cricket Board Limited (KCB) is the Governing Body for Cricket in Kent and is responsible for the development of the game from Playground to County Ground.

The aim of the School Strategy is to Inspire children and their teachers to experience our game, to develop the children's life skills and sporting potential, and create a legacy for the future.

The strategy is pivotal to increasing participation and to create a competition base as a legacy, whilst enabling a transition of players from schools to clubs. This is aligned to the KCB Strategic aim of 'Inspire and Sustain' sourcing the next Kent and England Players under the 'One Game' banner

It will enable us to continue to deliver successes as seen in 2011 with Kent's Women's Team crowned County Champions and County T20 Champions, of which five members are in the England Women's squad and a Talent Pathway instrumental in a number of Kent born and bred professional cricketers making their way into the Kent County Cricket Club first eleven.

Organisation and Governance

The affairs of KCB and all its rights and responsibilities are managed, exercised and performed by the Board of Director's. Such responsibilities include the annual agreement of a Financial Plan and a Development Plan. The Chairman of the Board is Chris Swadkin.

Recruitment Need

The recruitment of the Cricket Development Officer (East) is through investment in Kent Schools establishing the opportunity to prioritise this geographic area highlighted by KCB as a focus development area.



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Job Description



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Title:	Cricket Development Officer (East)
Salary Level:	From £15,000 per annum pro rata
Hours:	Part time
Location:	Field Based (Head Office: St Lawrence Ground, Canterbury)
Responsible to:	Kent Cricket Board Ltd. Supported by Chance 2 Shine and England Cricket Board
Line manager:	Kent Cricket Board (KCB) Cricket Development Manager.(CDM)
Duration:	Temporary contract.
Purpose of Post:	To be integral to the Kent Cricket Board's Cricket Development Team (CDT) in implementation of the KCB strategic plan. Key focus of support will be the organisation, administration and the delivery of the Schools Cricket with focus on Chance2Shine coaching development in the East area of Kent, with initial first year focus in Dover and Thanet.

Specific Duties:

Ensure hitting targets through delivery in Schools, Competition and Clubs in East Kent (Year 1 specific focus on Thanet and Dover)

Effective delivery of quality cricket specific and generic multi skill work in East Kent. This will include working with all ages of cricketers within primary and secondary schools.

Building partnerships with schools and clubs to create local regular cricket competitions and develop a 'habit' for schools entry to cricket competitions annually.

Develop paths for players coached in schools to local cricket clubs and district activity

Inspiring people to stay in cricket 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.

Mentoring teachers and assistant to retain a relationship with cricket and develop a 'cricket habit' for the school as a result of cricket creating Respect and Healthy Lifestyle messages supporting a positive learning environment for people.

Completion of year 1 aim is to double the amount of schools in the East districts (Dover and Thanet) receiving coaching and entering cricket competitions for primary and secondary schools.

Completion of year 1 aim is to double transition of new players from school to playing regularly at clubs with evidence of significant club membership growth.

To support and mentor Clubs to develop the volunteer coaching base, and retain players within the clubs.

Support the Talent Identification process to continue skill development into the County High Performance Squad programme for players and coaches where relevant.



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Qualification

- ✓ Relevant experience or more as a cricket coach to ECB level 2 or UKCC2 qualification or, (or overseas equivalent)
- ✓ Full Driving License and ability to travel independently between sites

Knowledge and Experience

- ✓ Excellent organisational skills and accustomed to meeting targets.
- ✓ Ability to motivate others, work independently and as part of a team
- ✓ Effective Communicator.
- ✓ Working knowledge of School to Club links and Cricket Development Pathways.
- ✓ Experience of managing a cricket coaching programme and mentoring of Club Coaches.
- ✓ Working knowledge of Long Term Athletic Development
- ✓ Evidence of partnership building.
- ✓ Commitment to a continual professional development programme.
- ✓ Computer literate and effective user of excel, access and other Microsoft programmes
- ✓ Ability to manage time effectively

Desirable

- Experience of teaching/coaching children of all ages, from 4 to 18.
- First Aid trained or, a commitment to achieving this within a month of start date.
- Knowledge of the Schools National Curriculum.
- Experience of working on cricket specific projects.
- Equity trained or, commitment to achieve within a month of start date..
- Disability trained or, a commitment to achieve within a month of start date...
- Multi sport trained or, a commitment to achieving this within a month of start date.
- Child Protection and Venerable Adult trained or, commitment to achieve this within a month of start date.
- Clubmark nominated officer trained or, a commitment to achieving this within a month of start date.
- Experience of obtaining grants and other partner funding.
- Aspiration or ability of Tutoring and/or Assessing qualifications in sport.
- Ambition or experience of coaching within the Elite players system.

Key Responsibilities

- ☑ To coach on Chance 2 Shine programmes
- ☑ 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
- ☑ Organise teaching/coaching opportunities in local schools
- ☑ Work closely with other partners to coordinate both indoor and outdoor competition and festival opportunities for Cricket, initiating these where appropriate.
- ☑ Work to ensure equitable access and delivery in cricket
- ☑ Assist staff in schools with identification of needs and talent and report to relevant performance representative.
- ☑ Assist with extracurricular activities and help forge school to club links.
- ☑ To encourage and continuously monitor the links between Schools and Clubs.
- ☑ 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 ensure that all monitoring and evaluation is undertaken and submitted on a monthly basis and/or to deadlines agreed.
- ☑ To be committed to Continued Professional Development and attend training as and when required by KCB
- ☑ Support the District Cricket and Performance County Programmes
- ☑ To undertake any other duties that might reasonably be deemed within the status of the job and appropriate to the post.



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 may be expected to work evenings and weekends as and when required.

Remuneration

The Kent Cricket Board Limited expects to offer the successful candidate a Temporary Contract subject to review with an option of extension to the role and hours required in year 2.

The remuneration package is in the range of from £15,000 per annum pro rata.

Funding for the role is part time 17.5 hours per week flexible working times. Hours of work may vary within the average 17.5 hrs per week and average hours may be higher during February to August.

The position will be reviewed at the end of the first year subject to funding

There will be opportunities for Continual Professional Development available on a career pathway.

Appointment Process

Kent Cricket Board welcomes applications from a fully diverse range of candidates.

In order to apply, please send full curriculum vitae and a covering letter with a personal statement on your qualification and suitability for the role.

The deadline for receipt of applications is Midday 17th February 2012.

Please mark all correspondence "Private & Confidential".

All applications will be acknowledged and will be put before a duly constituted Appointments Panel. You will be notified shortly after the above date if you have been selected for interview.

Formal interviews will take place week commencing 20th February in Canterbury.

Appointment will be subject to satisfactory references

Due to the requirements of this role and the responsibilities assigned to the post holder, successful applicants will undergo an Enhanced Criminal Records Bureau Check

If you would like to have an informal conversation about this position then please contact Clair Gould, Director of Operations on clair.gould@ecb.co.uk or 07515051999.