

<b>Job Title:</b>	Participation & Growth Manager		
<b>Department/Group:</b>	Participation & Growth (P&G)	<b>Reporting to:</b>	Oxfordshire Cricket Board
<b>Location:</b>	Flexible within Oxfordshire	<b>Travel Required:</b>	Yes
<b>Level/Salary Range:</b>	TBD	<b>Position Type:</b>	Full-Time

<b>External Posting URL:</b>	External Posting URL
<b>Internal Posting URL:</b>	Internal Posting URL

Role Description
<p><b>AIMS OF THE ROLE</b></p> <p>Oxfordshire Cricket’s Mission is:</p> <p><b>‘To develop and protect the future of Cricket by making it a sport of choice in Oxfordshire’</b></p> <p>Our vision is to deliver a participation and growth approach, that will:</p> <ul style="list-style-type: none"> <li>● Support and inspire individuals to thrive and stay in the game</li> <li>● Sustain a talent pipeline that populates recreational and professional cricket</li> <li>● Produce repeated and long-term performance achievements</li> </ul> <p>The purpose of this role is to support the Board to achieve the stated mission and to work closely with the Board to achieve significant increases in the participation and growth of cricket within Oxfordshire. The postholder will play an influential role in attracting children and adults to the game and inspiring them to stay as active members of the cricket community. Fundamentally, operational excellence is required to deliver a broad range of programs and initiatives.</p> <p>As a senior leader within Oxfordshire Cricket this role will also be expected to contribute to the other areas of focus that have been identified. This is particularly the case in working collaboratively with the Performance team within Oxfordshire Cricket.</p> <p><b>ROLE AND RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>● <b>Line Management</b> - Line Manage a team of Cricket Development Officers to deliver the P&amp;G programme. This includes setting robust and measurable objectives (KPIs), monitoring progress and identifying any training and development needs. Ensuring that the staff structure and accountabilities are designed in line with the business objectives and budget constraints</li> <li>● <b>Programme Management</b> - Manage the total P&amp;G programmes including the budget, and actively explore ways to enhance and grow P&amp;G programmes and offering in Oxfordshire. Develop new business opportunities for community cricket, maximising the funding and income streams within Oxfordshire.</li> </ul>

- **Ongoing Development and Inclusion** - Be at the cutting edge of new developments in the field of community sport, and government policy relating to sport and leisure. This includes leading on inclusion for cricket within Oxfordshire.
- **English Cricket Board Point of Contact** - On behalf of Oxfordshire Cricket be the point of contact with the ECB and other relevant delivery partners at national and regional level on all matters of P&G.
- **Governance** - Work with the Board of Oxfordshire Cricket Board Limited (OCB Ltd) to develop and implement the strategic and operational plans and policies. Ensure that the boards policies and practices are up-to-date and managed in line with current best practice
- **Links to Performance** – Create an integrated approach with the Performance team to ensure that there remains a healthy number of nominations for the pathway. Forge relationships with the local schools and clubs to track the development journey of players exiting the pathway, or who are not a member of a club, are kept within the local cricket community.

## QUALIFICATIONS AND EDUCATION REQUIREMENTS

- ECB level 2
- ECB Coach Developer
- ECB Enhanced DBS verified
- Safeguarding Young Cricketers and First Aid certificated
- ECBCA member
- Valid full driving licence with the ability to travel independently and use of own car

## PREFERRED SKILLS

- **Leadership** – An experienced line manager, who has the ability to work across several organisations and take on operational leadership responsibility.
- **Professional Knowledge** - Strong understanding of sport, with a particular emphasis on cricket. Knows the key governance approach and the programmes underway to increase participation and growth.
- **Stakeholder Management** – Able to maintain effective relationships with the people who have the most impact on the role, both internally and externally. Communicating with each one in the ‘right way’ in order to collectively achieve.
- **Operational Delivery** – Able to map out the stages of work required and get them completed utilizing the resources available, and within the time frames required.
- **Adaptability** – Able to adjust to the different conditions that they may face in the role. Understanding what the correct thing to do is in order to achieve.

## ADDITIONAL NOTES

- This role will require an exceptional amount of flexibility from the role holder in terms of hours of work. There will be extensive requirements to work both weekends and evenings. However, Oxfordshire Cricket is committed to the Wellbeing of its employees and will ensure that the role holder has appropriate time off during their week.

Reviewed By:	Chris Parkinson	Date:	22 <sup>nd</sup> June 2021
Approved By:	Chris Clements	Date:	Date
Last Updated By:	Name	Date/Time:	Date/Time

