

Job Title:	Community Cricket Officer		
Department/Group:	Participation and Hybrid	Reporting to:	Cricket Development Manager
Location:	Flexible within Oxfordshire	Travel Required:	Yes
Level/Salary Range:	18,000-20,000	Position Type:	Full Time. 18 month fixed term

External Posting URL:	External Posting URL
Internal Posting URL:	Internal Posting URL

Role Description
<p>AIMS OF THE ROLE</p> <p>Oxfordshire Cricket’s Mission is:</p> <p>‘To develop and protect the future of Cricket by making it a sport of choice in Oxfordshire’</p> <p>Our focus will be:</p> <ul style="list-style-type: none"> ● Promote cricket within schools and communities to attract new participants ● To identify young cricketers in school settings and signpost to local clubs ● To retain young people in the game by offering opportunities and personal development through different aspects of cricket ● To inspire and motivate people to play cricket by delivering fun, engaging and active sessions, leaving a legacy and positive feeling towards the sport. <p>The aim of this role is to grow the game at every opportunity and promote the long-term success and growth of players, officials and community venues. This role will mostly deliver on the Disability SEND programme, and across the Street Programme. There will also be the requirement to deliver across some of our other programmes which include but are not limited to: Chance to Shine Primary, Women & Girls, Pathway, French Cricket, Half Term Camps, and Skills Camps.</p> <p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> ● Deliver against key outcomes for the disability SEND programme which includes: - <ul style="list-style-type: none"> ○ Deliver engaging cricket sessions to a range of young people with disabilities in SEND settings ○ Train and upskill teachers & group leads to deliver Table Cricket sessions within their school or group (alongside participant delivery) ○ Assist in the organisation and running of a county-wide Table Cricket competition. County competitions must provide a competitive opportunity for active schools and target participants who have limited access to mainstream competitive opportunities ○ Ensure the Oxfordshire Cricket, ECB and Lord Taverners SEND programme connects with the Super 1s programme and other community offers by providing a pathway for engaged participants

- To promote and deliver the Lord's Taverners SEND programme across Oxfordshire
 - Develop partnerships to enhance the impact of Lord's Taverners programmes and the wider county disability plan
 - Manage all programme data requirements of the SEND programme and working with the Disability Manager ensure that timely and accurate data is collected and recorded on the Upshot monitoring system
 - Maintain regular communication and dialogue, whilst also capturing feedback, opinion and a review of satisfaction
 - Provide formal written reports and case studies, and ensure that all monitoring and evaluation is undertaken as required and within deadlines.
 - Work closely with cricket clubs to engage with disabled people, and support the Disability Manager in growing Disability Champion Cricket Clubs in Oxfordshire.
- **Deliver against key outcomes for the Street programme which includes: -**
 - Plan, deliver and review all Street sessions across all our projects
 - Ensure all sessions are monitored and accurate data is input into the CTS portal within 48 hours.
 - Work with Schools and Community Partners to grow the street programme and create new projects
 - Promote strong links between schools, clubs, local organisations (such as faith groups, Local Authorities) and national programmes
 - Identify and record examples of best practice for promotional and/or monitoring & evaluation purposes as future funding depends on this data.
 - Complete all administrative tasks associated with the management of any programmes that you are given responsibility for within agreed deadlines/ timelines
 - **Deliver against key outcomes for any given programme that you may deliver on, which include: -**
 - **Chance to Shine Primary and Women & Girls** - Plan, deliver and review cricket sessions, in line with CTS framework, with allocated schools. Build strong relationships with allocated schools to ensure teachers are engaged and actively taking part during the delivery
 - **Pathway Coaching** - Deliver talent development environments, coaching and outstanding player support during the winter and summer programmes to maximise the potential and performance of pathway players.

The duties and responsibilities relating to this position are typically carried out at varying times of the calendar year. Other duties may be required to be undertaken from time to time as directed by the Cricket Development Manager.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Level 2 Coach
- 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
- Excellent communication, organisation and planning skills
- Efficient time management and the ability to absorb pressure at peak times of the year
- Ability to work independently or as part of a team
- Ability to monitor and record participation data - Data inputting experience
- Computer literate and proficient in Microsoft word, excel, powerpoint and other programmes

PREFERRED SKILLS

- **Stakeholder Management** – Able to maintain good 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. Recognising that each stakeholder may require a different approach and adapting personal style to achieve required outcomes.
- **Planning & Organising** – Able to map out the stages of work required and complete them within set deadlines utilizing the resources available.
- **Adaptability** – Ability to adapt and adjust to the changing circumstances of the role choosing the best options for the stated aim of Oxfordshire Cricket.
- **Behaviours** - Ensuring professional boundaries are always maintained, particularly when working with children. Adhering to the Oxfordshire Cricket Safeguarding Policy at all times.

Additional Notes

- This role will require an exceptional amount of flexibility from the post holder in terms of when hours are worked and different coaching programmes. 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 post holder has appropriate time off during their week.
- This job description only contains principal accountabilities/main duties relating to this post and does not describe in detail all of the duties required to be carried out.

Reviewed By:	Nick Pinhol	Date:	2nd September 2022
Approved By:	Margaret Stevens	Date:	2nd September 2022
Last Updated By:		Date/Time:	2nd September 2022