



Job Title: Cricket Development Manager

Contract: Permanent

Hours: 37 hours per week

Salary: £34,000 - £38,000 dependant on experience. Relocation support available

Interviews will be scheduled for week commencing 3/4/23. To apply for the position, please complete the application form and submit to chair@isleofwightcricket.co.uk with a covering letter.

Applications close on the 17th March at 17:00pm.

1. Purpose of the role

To lead and manage Isle of Wight Cricket Board to engage, inspire and develop clubs and communities to improve people's lives through cricket.

Reporting to the Board of Directors, the Cricket Development Manager is responsible for growing and diversifying recreational cricket across the Island and increasing the impact that cricket has in our communities.

The Cricket Development Manager is responsible for successful outcomes on the following strategic objectives:

1. Sustain and develop a thriving network of clubs
2. Develop, grow and diversify the volunteer workforce
3. Take cricket to our communities and make it a game for all
4. Pro-actively safeguard the game on the Island

As one of the smallest counties in England and Wales our Cricket Development Manager will have a hands on role with our clubs and programmes as well a focus on strategy and management. Every day will be different and being able to flex between strategic and operational duties seamlessly will be fundamental to succeeding in the role.

2. Job description

Strategic, operational and business management skills will all need to be utilised to succeed in the role.

The post holder is required to achieve in the following areas:

Play the lead role in setting and managing the strategy of the organisation

- With the support of the Directors, the Managing Director is responsible for the delivery and monitoring of the current strategy.
- With full stakeholder engagement, produce future strategies for the organisation as and when required.

Lead and inspire the permanent, casual and volunteer workforce across on the Isle of Wight



- Manage and lead the professional workforce to foster a passionate, supportive and harmonious environment that delivers outstanding results.
- Inspire volunteers across the Isle of Wight and ensure their voices are heard.
- Grow and diversify the volunteer workforce to help make cricket a game for all.

Build strong and productive relationships with key stakeholders

- Develop an excellent working relationship with the ECB. Maximise funding from the ECB by aligning appropriate priorities, delivering results and predicting future trends.
- Work closely with Chance to Shine and Lords Taverners to deliver successful projects and secure future funding.
- Work closely with our leagues, associations and clubs to ensure they are understood, supported and focussed on, to help deliver an excellent player experience.
- Ensure the relationship with Hampshire Cricket is mutually beneficial, productive and progressive.

Business and financial management

- Work closely with the Finance Director to monitor and manage financial performance including:
 - Medium and long-term financial planning
 - Production and management of the annual budget
 - Quarterly reports to Director
- Work closely with our bookkeeper and payroll services to ensure:
 - Day to day accounts are complete and accurate
 - Payroll, pension and HR obligations are met
- Ensure that the organisation's digital presence (communication, marketing and website) is effective and progressive.
- Generate new income streams to fund new projects and programmes.

Safeguarding and EDI (equity, diversity and inclusion)

- Play a leading role in making cricket the most inclusive sport on the Isle of Wight.
- Grow opportunities for underrepresented groups to play cricket
- Ensure that Safeguarding children and vulnerable adults is at the forefront of all Isle of Wight Cricket programmes and embedded with our clubs.

Club Development

- Support and lead our clubs to be safe, inclusive and vibrant hubs within their communities.
- Utilise and support local adoption of national initiatives, including:
 - ClubMark
 - Safe Hands Management System
 - National Programmes (All Stars and Dynamos)
 - Grassroot Cricket Awards
 - Get Set Weekend
- Work closely with partners, including the ECB and Isle of Wight Council to improve facilities at cricket clubs and in community settings



3. Additional responsibilities

The expectations for the role as detailed above are not exhaustive and there will be times throughout the year when other tasks and responsibilities not detailed in this Job Description will need attention and time.

4. Person specification

The following skills, attributes and behaviours are required to be successful in the role:

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|--------------------------|--|
| <p>Skills</p> | <ul style="list-style-type: none"> • Performance management • Good knowledge and experience of financial management, particularly management accounts • Proven person management skills • Thorough knowledge of recreational cricket and the cricket network • Excellent IT skills and understanding • Proven ability to hit deadlines • Excellent all-round communication skills • Proven ability to build long-term relationships with key stakeholders • Generating income |
| <p>Attributes</p> | <ul style="list-style-type: none"> • Authenticity • Integrity • Trust • Passion • Strong work ethic • Resilience |
| <p>Behaviours</p> | <ul style="list-style-type: none"> • Collaborative • Enabling • Supportive • Dynamic • Empathetic • Decisive |

5. Experience and knowledge

We are seeking applications from experienced professionals who have a passion for cricket and charitable programmes. Knowledge and experience of the following would be beneficial:

- Business management
- People management
- Financial management



- Working with volunteers
- Leading with and without authority
- Influencing decision making
- Recreational cricket
- The ECB, inspiring Generations and the CPA (County Partnerships Agreement)

6. Management of the post

The post holder will be employed by Isle of Wight Cricket Board and will report to the Board of Directors and the Chairperson.

7. General

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.

The base for the job will be Newclose County Cricket Ground and the remit is across the Isle of Wight. The ability to travel effectively throughout the Isle of Wight and occasionally onto the mainland is required.

The post holder will be expected to work some evenings and weekends across the year.

All offers of employment will be conditional upon receipt of acceptable references and a satisfactory enhanced disclosure from the ECB Disclosure and Barring Service.

Applicants must provide evidence of eligibility to work in the United Kingdom.

Any questions or queries regarding the position please contact Kate Barton on chair@isleofwightcricket.co.uk

The Isle of Wight Cricket Board is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.