



**DURHAM
CRICKET**

EMPLOYMENT PACK

CRICKET DEVELOPMENT OFFICER



INTRODUCTION AND OVERVIEW OF DURHAM CRICKET

Durham County Cricket Club was established as an amateur Minor County in May 1888. Cricket's most successful Minor County and the first to beat a First-Class County, Durham was awarded first class professional status in December 1991 – the only new First-Class County in over 70 years – and became a private limited company in 2004.

Since 2007 DCCC has won the County Championship three times and been runners up once, won the Fifty Over Competition twice in Lord's finals and appeared twice in T20 Finals Day.

Since becoming a first-class county, DCCC has established English cricket's most successful academy, producing international stars for England, including Steve Harmison, Paul Collingwood, Mark Wood and Ben Stokes

Durham CCC created the first new English Test Match stadium in over 100 years securing a long-term stadium naming rights sponsorship with Emirates Airways. The venue has a 15,000 permanent seating capacity and the Club has staged international cricket every year since 1999, including the successful Ashes Test held in 2013 and three games in the ICC Cricket World Cup in 2019. The Club has been awarded a further package of international matches to 2024.

A successful rebrand in 2018 created a new Durham Cricket identity. Durham Cricket is now the umbrella organisation encompassing all elements of cricket provision in the county covering the professional and recreational game and all activities impacting on the wider community of the county and beyond.



VISION, PURPOSE AND VALUES OF DURHAM CRICKET

BUSINESS DIRECTION, VISION AND VALUES

Durham Cricket has an essential role as the strategic delivery arm of the ECB in north east England. Durham Cricket also has the opportunity to mark out a very distinctive position in the world of cricket through the development and communication of an inspiring common purpose and strong individual identity (the Durham Cricket brand).

Our vision aligns the organisation from Changing Room to Boardroom, bringing together cricketing and commercial goals and resonates with our community (customers).

An effective Durham Cricket brand demands focus, ambition and a consistent approach to everything we do. There is an expectation that all our people will follow the vision, live and breathe the values and adhere to a set of consistent behaviours. These are all set out below.

VISION

Durham Cricket will be recognised as having a winning culture on and off the field achieved by highly engaged people who enjoy working together with pride and passion.

PURPOSE

UNLEASHING POTENTIAL THROUGH CRICKET IN THE NORTH

VALUES

PROUDLY NORTHERN

We stand for something. We are family. Genuine, welcoming with a resilient spirit and a sense of fun.

PASSIONATE ABOUT DURHAM

We care about our club, our business and our brand. The passion and emotion unites us and drives us forward to create opportunities for the north on a national and global stage.



PURSUING EXCELLENCE

We strive to be the best we can be. Continuously improving and pushing ourselves to set higher standards.

UNIQUELY CRICKET

Cricket is at our heart and heritage. It makes us unique and its principles guide everything we do.

BEHAVIOURS

- We are ambitious in the goals we set
- We actively seek and encourage feedback in pursuit of excellence
- We focus on continuous improvement
- We are accountable for our actions
- We catch people doing things right
- We are adaptable and flexible
- We stay true to our vision



CRICKET DEVELOPMENT OFFICER

(35 Hours per week, Permanent Contract)

An exciting opportunity has arisen for a cricket coach to advance the development of the game for children, young people and adults. The main objective will be to increase the participation levels in Durham.

The individual would be expected to provide coaching activities, games, festivals and competitions as well as promote opportunities for volunteering and club development. All activity will link into local club and county board programmes which promote access to sustainable participation.

Job Designation:	Cricket Development Officer (full time post @ 35 hrs per week)
Salary Band:	£19,000 - £23,000 per annum
Location:	Emirates Riverside, Chester le Street
Reports to:	Durham Cricket Board Ltd
Responsible to:	Director of Development
Area:	Durham Cricket Board Boundaries (Tyne to Tees)
Contract Period:	Permanent

MAIN PURPOSE OF THE ROLE

To be responsible for planning and delivering a co-ordinated development programme, providing quality coaching and club development in a friendly and professional manner at all times.

MAIN RESPONSIBILITIES AND DUTIES

- Coach young people of all abilities and cater for a wide range of experience.
- Retain young people in sport by ensuring a high-quality, enjoyable, young-person-centred experience and providing guidance on progression opportunities based on the young person's interests and abilities.

- To develop structured links between clubs and schools.
- Develop partnerships with the relevant organisations.
- Supervise /mentor / guide cricket volunteers.
- Prepare and deliver programmes of work in consultation with Director of Development.
- Deliver the 'Chance to Shine' project to their allocated clubs.
- Work with clubs on the All Stars and Dynamos programmes.
- Assist in the running of the DCB Junior League.
- Provide quantitative and qualitative progress reports on their work programme.
- Take responsibility for completing and returning all the necessary forms.
- Work in designated communities with identified target groups throughout the district / county.
- Operate in accordance with the Durham Cricket Staff Handbook and policies.
- Work with local cricket clubs to assist with all areas of club development.
- Promote local and national cricket programmes and projects.
- Manage allocated areas of the organisations work programmes.
- Attend meetings with partners on behalf of the Durham Cricket.
- Be aware and comply with all relevant Health and Safety regulations and work procedures as highlighted by your line manager.
- Ensure that all accident and incidents are recorded and those deemed to be serious reported immediately to your line manager.
- Wear and maintain issued uniform or clothing as directed and to conduct yourself in a manner commensurate with the high-profile image of the Durham Cricket Board.
- Maintain a flexible approach commensurate with the aims of the Durham Cricket Board.
- Work unsociable hours as required.
- Engage in a managed continuous personal development plan, based on learning centred approach and the requirement of the coaching role.
- Agree to adhere to ECB 'Code of Ethics and Conduct for Sports Coaches', Equity & Child Protection Policies.

The above responsibilities and duties do not include or define all tasks which may be required to be undertaken by the postholder. The responsibilities and duties may vary without changing the general character of the level of responsibility and duties involved. These factors are reflected in the grading of the post.

This job advert only contains the principle accountabilities / main duties relating to this post and does not describe in detail all of the duties that the post will require. The post holder will be expected to work weekends and also some evenings as and when required.

The post holder will be required to attend the office on Monday mornings. The remaining of their working week will depend on the projects and meetings required and administration/meetings can take place at the office/remotely/at home. The individual will be required to travel throughout the County.

Durham Cricket is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safe 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.

Due to the requirements of the role and responsibilities assigned to the post holder, successful applicants will undergo an enhanced Disclosure and Barring check (DBS).

KNOWLEDGE AND EXPERIENCE

- Experience of working with young people and adult cricketers
- Ability to work unsociable hours, including evenings and weekends
- Current ECB Level 2 coaching qualification (minimum)
- Experience as a volunteer, manager, coach or leader of sports teams
- Experience of organising events
- Strong people management skills
- Good IT skills including use of social media
- Experience of producing programme reports and media articles
- Excellent time management and organisational skills
- Excellent communication and interpersonal skills
- Energy, enthusiasm, flexibility / adaptability
- Full UK Driving Licence and access to car

SPECIAL CONDITIONS

The post holder will be based at the Emirates Riverside as part of the Cricket Development Department. Due to the nature of the work the post holder will carry out his/her duties as such times/days which are most effective to perform the tasks required. This may involve some out of hours work – evenings, weekends, Bank Holidays, as necessary. The Club may require attendance at events, presentations, meetings at various times. The policies of the Club reflect a 52 week, 7 day operation for all cricket provision.

EQUAL OPPORTUNITIES IN EMPLOYMENT POLICY STATEMENT

It is the policy of Durham Cricket to treat all employees and job applicants fairly and equally regardless of age, disability, gender, reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. Furthermore, Durham Cricket will ensure that no requirement or condition will be imposed without justification which could disadvantage individuals purely on any of the above situations.

We recognize and value the difference and individual contribution that people make to the organisation. We strive to ensure that diversity as well as equality is embedded in all our policies, procedures and practices, responding to employees' needs and encouraging employee development to increase their contribution to effective service delivery.

HOURS

Full-time employed (35 hours per week)

SALARY

£19,000 - £23,000 per annum

HOLIDAYS

28 days per annum (pro rata) which includes the 8 statutory Bank Holidays in England & Wales.

PENSION SCHEME

Automatic Enrolment into the Royal London Group Personal Pension Plan. Matched employee contributions up to a maximum contribution of 5% of Basic Salary.

WORKPLACE

Durham Cricket, Emirates Riverside, Chester-le-Street, DH3 3QR

TO APPLY

If you would like to be considered for this post please complete the online application form:
<http://booking.ecb.co.uk/d/1nqkc9>

If you would like to have an informal conversation about this position then please contact Graeme Weeks – Director of Cricket Development on (0191) 3872868 or email:graeme.weeks@durhamcricket.co.uk

Closing date for applications is Sunday 16th February 2020