**Role: School and Club Development Officer – West Cornwall**

**Contract**: 2-year fixed term contract, 37.5 hours a week

**Responsible to:** Cornwall Cricket Chief Cricket Officer

**Salary**: £18,000 to £20,000 per annum (depending on experience), plus expenses and pension

Cornwall 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.

**Role Overview**

Are you passionate about School and Club development? Do you want to inspire young people to get involved and help to make Cricket more accessible within Cornwall? We are looking for a School and Club Development Officer to drive participation in the game from schools into the club network, grow the number of volunteers within the club network and create opportunities to play Cricket across Cornwall in a safe environment, specifically to drive areas of growth: -

1. Engage children and teachers in schools to enthuse participation and migration into community settings.
2. Retain and develop the interest of those who sign up to All Stars Cricket and Dynamos Cricket by helping clubs facilitate their national programmes.
3. Provide additional opportunities for people to participate in cricket outside of the club environment, such as holiday camps and competitions.
4. Work with cricket clubs to set up club sections at U11, U13 and U15 age groups.
5. Grow the workforce and volunteers required.
6. Work to develop Development cricket opportunities at U11 – U15.

We are looking to recruit an enthusiastic individual with:

* Strong influencing skills and an ability to work with volunteers.
* A passion for engaging girls’ and women in sport and with a passion for cricket.
* Strong project management, partnership and interpersonal skills in order to work with multiple partners.
* A track record in sport development where you have gained a good reputation for delivery.

**Roles and Responsibilities**

School and Club Development Officer roles responsibilities will include;

* To deliver the Counties School programme Chance to Shine
* To delivery of the National Schools programmes, All Stars and Dynamos Cricket, Safehands Management System and Clubmark.
* To influence the future growth of cricket especially through the development of volunteers.
* To focus on club development and sustainability, understanding the needs of clubs in areas such as facility, participation and volunteer growth.
* Work with and support key stakeholders to create a Youth Councils for Cornwall Cricket Board.
* To support and deliver a workforce development programme.
* Create close relationships principally with clubs, and other new partners where appropriate.
* Monitoring & evaluating all projects and writing of reports for funders.
* Other duties as required by the Chief Cricket Officer.

**Preferred skills, knowledge and behaviours:**

**Essential:**

* Have knowledge and experience of Cornwall Cricket Board’s Safeguarding Policy and the ECB Safe Hands Policy.
* Minimum of a UKCC2 Children’s Coaching Certificate.
* A passion for and experience of engaging schools, children and adults to take part in cricket and sport.
* Experience of delivering sports development programmes to children and/or hard to reach groups within the club, school and pathway environments.
* Experience of working with volunteers & community groups.
* Experience of delivering sports events to large numbers of participants.
* Highly developed communication skills in a variety of formats e.g. face to face, phone and e-mail.
* Adaptable nature accommodating flexible working patterns meeting the needs of working with volunteers.
* Strong organisational and planning skills
* Social media skills

**Desirable:**

* Knowledge of the sports development and cricket landscape within Cornwall

**Qualifications (Desirable):**

* Other sports coaching qualifications.
* Degree within Sports or Sports Development.

**Additional Requirements**

* Valid driving licence
* Be subject to an advanced disclosure barring service check
* Willingness to complete training in First Aid.
* Have a good understanding of safeguarding, policies and practices and be prepared to undertake regular appropriate training for the role.
* Willingness to work unsociable hours and travel over geographical regions
* Competent using Microsoft office

**Key Relationships**

* Clubs & Schools
* Community groups, Clubs, Member Organisations of Cornwall Cricket
* ECB Regional Growth Executive.