



# Cricket Development Officer – Women & Girls (North Bucks) and Aylesbury Community

## Candidate Brief





## **Bucks Cricket: Cricket Development Officer - Women & Girls (North Bucks) and Aylesbury Community**

**CONTRACT TYPE** Full time, permanent.

3 days per week: Women & Girls Cricket Development – North Bucks.

2 days per week: Community Cricket Development – Aylesbury

*Part-time or job-share arrangements may be considered where operationally viable.*

**SALARY** £27,000 - £31,000.

**REPORTS TO** Head of Participation – Emma Boswell-Harris.

**LOCATION** Hybrid working model – home-based with regular travel across Buckinghamshire for coaching and partnership meetings.

Team collaboration days are held weekly in Aylesbury or Milton Keynes.

### **JOB PURPOSE**

To grow participation in cricket by delivering inclusive, accessible and sustainable programmes for women and girls across MK and North Buckinghamshire, alongside community-based cricket development in Aylesbury, with a strong focus on engaging under-represented and diverse communities.

The post holder will work collaboratively with clubs, schools, community organisations and partners to increase opportunities, improve pathways into cricket, and ensure cricket is welcoming, relevant and accessible to all.

### **ABOUT BUCKS CRICKET CIO**

Bucks Cricket is a Charitable Incorporated Organisation and one of 20 *National County* Cricket Boards. We aim to increase access to cricket, develop talent and promote cricket and Cricket Clubs in Buckinghamshire.

- Clubs - 98 affiliated Clubs, 54 Junior sections, 2400 participants in ECB National Programmes
- County, Regional and MCCF Pathway U10-U18 (590 Boys & Girls)
- Men's, Women's and Disability County representative teams
- Inclusion Hubs – 9 Street Cricket, 4 Disability hubs, 5 Women's 'Get Into Cricket' programmes
- Primary and Secondary Schools Coaching and Competitions

### **Our values:**

- Every cricket participant matters
- Enjoyment and fostering a love of the game
- Collaborative culture to make cricket a game for everyone



## ROLE AND RESPONSIBILITIES

### WOMEN & GIRLS CRICKET DEVELOPMENT – NORTH BUCKS (3 DAYS PER WEEK)

- **Club Development support, including:**
  - Work with clubs to establish and sustain girls' sections, women's teams and female-friendly environments, including workforce support and long-term development plans
  - Recruit, support and develop female coaches, activators and volunteers, including signposting to qualifications and mentoring
  - Organise/facilitate Club participation, e.g. festivals
  - Club visits, network events and sharing good practice
- **Schools' Cricket Development, including:**
  - Providing competitive opportunities for Girls
  - Link Schools and Clubs and transition Girls into Clubs
- **Community Cricket**
  - Deliver and coordinate softball and entry-level opportunities targeted at women and girls new to cricket.
  - Promote Girls-only Street Cricket hubs in MK and Aylesbury
- **Deliver Bucks Cricket Coaching on a need basis**
- **Be a proactive focal point for Women & Girls Cricket in Bucks, including:**
  - Seeking new opportunities to get women and girls playing cricket
  - Support player pathways from entry-level participation into clubs, competitions and county pathway where appropriate.

### COMMUNITY CRICKET DEVELOPMENT – AYLESBURY (2 DAYS PER WEEK)

- Manage the HS2-funded programmes in Aylesbury: Women's Get Into Cricket, Walking cricket, Older Street Cricket, Young Volunteers
- Support existing Community programmes in Aylesbury: Street Cricket, Disability, ECB National Programmes
- Build strong partnerships with community groups, faith organisations, youth services, schools, charities and local authorities.
- Deliver informal, flexible cricket opportunities (e.g. tape-ball, softball, street cricket, park-based sessions) that remove traditional barriers to entry.
- Support pathways from community activity into local Clubs, where appropriate and desired by participants.
- Act as a visible ambassador for cricket within the Aylesbury community, promoting positive relationships and trust.



## GENERAL RESPONSIBILITIES

- Work collaboratively with other Bucks Cricket staff to ensure alignment with the Bucks Cricket strategy
- Manage relationships with clubs, schools and partners to ensure high-quality delivery and safeguarding standards.
- Collect and report monitoring and evaluation data, including participation numbers, demographics and impact
- Promote equality, diversity and inclusion across all areas of work
- Ensure all activities comply with safeguarding, health & safety and ECB policies.
- Attend meetings, training and events as required, including evenings and weekends.

## PERSON SPECIFICATION

### Experience & Knowledge

- Experience delivering sport or physical activity programmes, ideally within cricket or a community sport setting.
- Experience working with women, girls and/or under-represented communities.
- Understanding of barriers to participation in sport, particularly relating to gender, culture, ethnicity or socio-economic factors.

### Skills & Attributes

- Strong interpersonal and communication skills, with the ability to engage a wide range of stakeholders.
- Ability to build positive relationships with clubs, schools and community organisations.
- Organised and self-motivated, with the ability to manage a varied workload across multiple locations.
- Commitment to equity, diversity and inclusion.
- Ability to work flexibly, including evenings and weekends.

### Other

- Coaching or activator qualification (or willingness to work towards one).
- DBS certificate, First Aid and Safeguarding Level 2 (or willingness to obtain them).
- Full UK driving licence and access to a vehicle

## EMPLOYER POLICIES

- Annual leave: 20 days chosen by employee, mandated 5 days break at Christmas/New Year and the 8 Bank Holidays
- Time in lieu to be self-managed
- 45p per mile expenses (from nearest Bucks Cricket Club if based outside the county)
- Employer contribution 5% pension scheme
- Laptop provided
- Hybrid/flexible working – whole staff meet in-person weekly or fortnightly in MK or Aylesbury





## HOW TO APPLY

Please submit the following to [helen.valvona@bucks Cricket.co.uk](mailto:helen.valvona@bucks Cricket.co.uk) by 5pm on Thursday 26<sup>th</sup> February

1. APPLICATION FORM – downloaded from [bucks Cricket.co.uk](http://bucks Cricket.co.uk)
2. COVER LETTER (describing what you would bring to the role)
3. CV

**Interviews are planned to take place on Monday 9<sup>th</sup> March.**

**Any offer to a successful candidate will be conditional upon the following:**

- Verification of identity and relevant qualifications
- Disclosure and Barring Service (DBS) check
- Verification of the right to work in the UK
- Receipt of two satisfactory references including current/most recent employer