



Women & Girl's Development Officer

JOB DESCRIPTION

The Job Description summarises the major roles and responsibilities of the appointment. It is not intended to exclude the job holder from being asked to undertake any other activities as required from time to time by the Club Development Officer, nor future changes to the job holder's responsibilities. The precise duties and responsibilities of any job may be expected to change over time. Job holders will be consulted over any proposed changes to this job description before implementation.

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| Job Title: | <u>Women and Girl's Development Officer</u> |
| Contract: | 2 years fixed term |
| Salary: | £20,000 |
| Benefits: | Life Cover, & Company Pension |
| Hours per week: | Full time – 35 hours per week |
| Responsible to: | Club Development Officer |
| Location: | New Road, but throughout Worcestershire as required by the Club Development Officer |

Job Context:

Worcestershire Cricket exists to lead, support and influence the growth, quality and accessibility of recreational cricket across the county.

We strive to connect communities and improve lives by inspiring people to discover and share a passion for cricket, as well as shifting the perceptions of our game and becoming pioneers of inclusion.

We aim to Inspire a generation to say 'Cricket is a game for me' using three simple words:

Excite – Ignite passion for the game.

Embed – Provide opportunities for everyone to find their place in cricket.

Excel – To support everyone, to become the best they can be.

As part of the ECB County Partnership Agreement, the game is looking to genuinely transform Women and Girl's cricket by 2024.

This exciting role will focus on transforming the participation and growth of Women and Girl's cricket across Worcestershire; supporting the clubs needs and ensuring ECB programmes and initiatives are delivered and deployed effectively. This role will be the main point of contact for the identified hub clubs and will look to provide outstanding support to inspire growth in this area of the game.

Summary of Job Purpose:

The Women and Girl's Development Officer Position will be responsible for driving sustained participant growth in Women and Girl's game in Worcestershire. Acting as the main point of contact for Women and Girl's hub clubs, driving club volunteers, delivery of all Softball Festivals and Women and Girls competitions whilst also creating outstanding experiences for all Women and Girl's as they are introduced to our game.



Role Description & Person Specification

Purpose of role:

- This role will promote the growth as well as drive the sustainability of Women and Girl's cricket within a local network of recreational Cricket Clubs across Worcestershire.

Objectives:

- Identifying and working with a network of Clubs to support the development of their offer for Women and Girl's.
- Running 1:1 meetings to connect with and support the Clubs in the County.
- Engaging nationally and regionally to develop solutions to support the Clubs.
- Engage with each Club at all levels, from committee to coaches to ensure Women's and Girl's cricket is embedded and sustainable.
- Developing peer support and mentoring groups to promote self-help across all Clubs in the County.
- Developing and delivery of appropriate competitions for Women and Girl's in the Clubs (Softball and Hardball offering).
- Leading and assisting in the running of Women's Softball Festivals at Clubs within the County.
- Supporting Clubs with progression through the Worcestershire Cricket Women and Girls competition pathway.
- Coaching at Clubs to support softball to hardball transition.
- Collating information to track short term and longer term local impacts and national trends.
- Developing case studies and examples of good practice to share nationally.
- Using social media and other digital platforms to promote the work of the Clubs.
- Supporting club volunteers through the co-ordination of effective training and skills development including Coach Education.

PERSON SPECIFICATION

Knowledge:

- Understanding of the principles of sports development.
- Understanding the recreational Club environment, preferably cricket.
- Understanding the needs and barriers associated with Women and Girl's in sport (especially cricket).
- ECB National Programmes – All Stars, Dynamos Cricket and Women's Softball.
- The cricket landscape and support networks – ECB, County Board and local.
- Safeguarding within the Club environment.
- Social media tools and systems.
- Competition offers for cricket.
- Coach Development.

Experience:

Essential

- Significant experience of working in a customer facing role.
- Sales experience.
- Experience of both Soft and hardball cricket coaching.
- Experience in managing the deployment and delivery of programmes.
- Mentoring and facilitating group discussions.
- Experience of presenting to groups.



- Experience of partnership working.
- Excellent use of IT and Microsoft office.

Desirable

- Experience of ECB National Programmes, specifically All Stars, Dynamos and Women's Softball.
- Experience of working within a County Cricket Board.
- Experience in sports development and working with volunteers.
- Experience of the Worcestershire Cricket landscape.
- Experience of the challenges and opportunities for women's sport.

Personal Attributes:

- Excellent communication and inter-personal skills; written, verbal and listening.
- Ability to motivate, persuade, support and influence individuals and organisations.
- A commitment to equal opportunities and working towards equality standards.
- Flexibility to work evenings and weekends.
- A positive attitude with initiative, focus and drive.
- A customer-orientated approach to all facets of the work and Worcestershire Cricket operations.
- Ability to multitask between multiple threads of diverse aspects of work.
- Ability to work effectively under pressure with minimum supervision.
- Ability to work within a team and to contribute to the overall success of the team as a whole.
- Ability to interact effectively with all areas of the organisation.
- Ability to evaluate, review, revise and implement new ideas and methods of working.
- Ability to contribute positively at all times to a pleasant and friendly atmosphere throughout the Company.
- Commitment to work to the Companies standards and within formalised rules, regulations, policies and procedures.

Qualifications:

The Job Holder will ideally have:

- Eligibility to work in the UK.
- ECB Level 2/Foundation 1 accredited coach.
- First aid certificate.
- Safeguarding Young Cricketers.
- A full clean current driving licence.
- An up to date ECB DBS check.

Safeguarding:

Worcestershire 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.

Worcestershire Cricket will ensure that all existing and potential employees receive equal consideration and is committed to the elimination of unlawful or unfair discrimination on the grounds of age, gender, gender reassignment, marital or civil partner status, disability, race, colour, ethnic or national origin, religion/belief or sexual orientation.

All applicants will have equality of opportunity during our selection processes.



**WORCESTERSHIRE
CRICKET**

If you require further information about this post, please contact Club Development Officer, Jess Ward jess.ward@wccc.co.uk ; 07741 311891.

If you would like to be considered for this vacancy please complete and send a covering letter accompanied with your recent CV quoting the Job Reference **WGDO** in the subject heading to: worcestershirecricket@wccc.co.uk

Deadline for applications is midnight on: 7th February 2022.