

## ERSKINE STEWART'S MELVILLE SCHOOLS'



### CRICKET PROFESSIONAL

Stewart's Melville College are recruiting for a Cricket Professional. In addition to their cricket coaching responsibilities the ability to coach a second sport in the winter would be beneficial (rugby/hockey). The people that work for us are passionate, pioneering and strive for excellence in everything they do. We value the incredible contributions they make to school life, we invest in their careers and we support their ambitions so that they flourish professionally and personally.

This is a permanent, part time position for 18 hours per week available from August 2024. Weekly hours will depend on Games sessions and the season but will normally be each weekday in the afternoons with fixtures on Saturday mornings. A degree of flexibility is required in this role however we anticipate that the postholder will be contracted for 10 hours per week cricket coaching during the winter term with an additional 8 hours of either rugby or hockey coaching (September to March). During the summer term they would be working 18 hours per week cricket coaching (April to July). In addition to these coaching hours there would be an expectation to organise and run holiday cricket camps during summer and Easter holidays.

The salary range is £16,396 - £18,161 on the ESMS Support Staff Salary Scale H, dependent upon relevant experience and qualifications.

ESMS is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and Disclosure Scotland.

**The closing date for applications is 12pm on Monday, 4 March 2024. We anticipate interviews will be held shortly thereafter.**

#### THE POST

Cricket Professional

#### BASIC FUNCTION

The Cricket Professional will support the Head of Cricket, and in turn the school's cricket programme, in continuing to develop players across all ability ranges from P5 to 1st XI. They will also be required to lead a year group cricket team and/or assist the Head of Cricket on 1st XI match days as well as provide administrative support across all areas of the programme. They will be allocated a winter sports team and

coaching hours on top of their cricket during the winter. They will contribute to the coaching of Games across Stewart's Melville College and ESMS Junior School.

**ACCOUNTABILITY** The Cricket Professional reports to the Head of Cricket and the Head of Physical Education and Sport at Stewart's Melville College.

**AUTHORITY** The Cricket Professional will have authority as delegated by The Head of Cricket.

**RELATIONSHIPS** The Cricket Professional will work closely with the Head of Cricket, the Head of Junior and Senior School Sport and other promoted staff.

## **RESPONSIBILITIES**

### Coaching

- Coach a Senior team during the Summer term (assisting the Head of Cricket with 1st XI)
- Lead the off-season programme as directed by Head of Cricket (Sep-Mar)
- Attend all Junior/Senior Games Days in the summer term
- Coach/umpire a team for Saturday Fixtures
- Cover mid-week matches for staff who are away on trips/camps
- Set up practices/nets for games days in advance for pupils and staff arrival
- Coach / Referee either rugby, hockey, football, or a combination of these during the week and on Saturday morning fixtures in the winter & spring terms.

### Maintenance

- Responsibility for the maintenance and storage of cricket equipment
- Organise the cricket store cupboard (team kit bags and coaching equipment, etc.)
- Maintain adequate levels of stock for all specialist equipment (pads, gloves, helmets, bats, etc.).
- Liaise with Head of Cricket for kit orders.

### Training and Development

- Conduct 1:1 or small group sessions during the summer term
- Attend and support the annual 1st XI cricket festival in July
- Attend and deliver pre-Season (outdoor) training in April
- Meet with senior players for individual development plans
- Conduct and deliver video analysis for technical development
- Organise and run cricket camps during the school designated holiday periods.

## Other

- May be required to attend national or international pre-session trips or training camps
- Administrative support as and when required
- On occasion, may be required to drive the ESMS minibus to training sessions or fixtures.

## **REQUIRED SKILLS**

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Previous coaching experience</li></ul>	<ul style="list-style-type: none"><li>• Previous experience of coaching in schools, regional or national age group level</li></ul>
<b>Skills/ Abilities/ Qualifications</b>	<ul style="list-style-type: none"><li>• ECB Level 2 qualified</li><li>• Proficient in the full Microsoft Office package, specifically Word and Excel</li><li>• Ability to multi-task and prioritise own workload with good attention to detail</li><li>• Independent, self-motivated and organised, with an ability to work as part of a team</li></ul>	<ul style="list-style-type: none"><li>• ECB Level 3 qualified (or currently working towards)</li><li>• Rugby, Hockey, Football Coaching Qualification</li></ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"><li>• Excellent communication skills (orally and in writing) and interpersonal skills</li><li>• High professional and personal standards</li><li>• Commitment to continuous professional development</li></ul>	<ul style="list-style-type: none"><li>• Full, clean driving licence</li></ul>

## **REMUNERATION AND OTHER CONSIDERATIONS**

As an equal opportunities employer, ESMS is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability,

sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership. We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join ESMS.

<b>The Post</b>	This is a permanent position available from August 2024.
<b>Hours of Work</b>	A degree of flexibility will be required however we anticipate that the postholder will be contracted for 18 hours per week in the afternoons and on Saturday Morning. The postholder will be required to attend games and fixtures (at home and away) on Saturday mornings.
<b>Holidays</b>	Entitlement is to 30 days' annual holiday leave plus 10 days' statutory holiday (pro rata if part time) when the schools are closed. The Schools holiday year runs from January to December.
<b>Salary</b>	The salary range is £16,396 - £18,161 on the ESMS Support Staff Salary Scale H, dependent upon relevant experience and qualifications.
<b>Location</b>	The post holder will be based between the Stewart's Melville College site at Queensferry Road and at Inverleith playing fields.
<b>Eligibility</b>	ESMS is unable to sponsor the employment of international workers in this role. International applicants will therefore be unable to apply for and secure a Skilled Worker visa. The successful candidate will only be able to take up this role if they can demonstrate an alternative right to work in the UK.
<b>Pension</b>	The successful candidate will be enrolled automatically into the Merchant Company Stakeholder Pension Scheme.
<b>Staff Benefits</b>	Staff are offered a range of benefits including: free school lunch during term time, use of the schools' swimming pool and fitness room outside school hours and membership of the ESMS Discount and Benefits Scheme, including a range of discounts at 130,000 retail and entertainment locations. Staff with children at the Erskine Stewart's Melville Schools are entitled to a tuition fee discount from Nursery to Sixth Form.

ESMS reserves the right to withdraw this position at any time.

## **APPLICATION PROCEDURE**

Applicants must complete the Support Staff application form and Equal Opportunities Monitoring form to be considered for this position. Please note CVs and cover letters will not be accepted. Please submit both forms to [recruitment@esms.org.uk](mailto:recruitment@esms.org.uk) before the closing date.

Any enquiries about this position should be directed to Vanessa Rossi, HR Assistant, at [recruitment@esms.org.uk](mailto:recruitment@esms.org.uk)

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