

Job Title: Head of Participation
Responsible to: CEO
Contract: Full-time, permanent
Location: Edinburgh

Do you have the energy, drive and passion to deliver transformational growth in cricket participation?

Cricket Scotland is the national sports governing body for cricket in Scotland overseeing the development and growth of the game from grassroots through to professional athletes competing on the world stage.

Cricket Scotland has the motivational aim of `Inspiring Scotland to Play Cricket` as we seek to grow the reach and popularity of the sport to unprecedented levels.

In this exciting role you will be responsible for leading the growth of participation in Scotland and ensuring the games relevance and sustainability for future generations.

You will provide high quality leadership to drive improvements across clubs, schools, regional associations, and the `Participation` team at Cricket Scotland. You will be the focal point of a supportive, innovative and inspiring environment that delivers `more opportunities, great experiences` to drive transformational growth for cricket.

You will be an instinctive leader with proven experience in quickly building and sustaining mutually beneficial partnerships to lead the games growth agenda. The ideal applicant will have knowledge of all elements of a thriving cricket community and a demonstrable track record of delivering results. You will be able to demonstrate experience of collaborative partnership development, strategic planning, project management, and evidence a variety of techniques for influencing change.

Closing date for the post is **30th April 2018** with interviews planned to take place the following week.

To apply, please send a CV and supporting letter to applications@cricketscotland.com

This position will involve regulated work with minors. All partners have an open and positive stance on child protection, and therefore, all candidates will require PVG Scheme membership to be considered for the position.

Cricket Scotland is an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.

Title of Position	Head of Participation
Position Type	Permanent, Full-time Employee
Department:	Participation
Reports to:	CEO
Location:	National Cricket Academy, MES Sports Centre, Edinburgh, EH4 3NT
Closing Date:	30 th April 2018

Overall Purpose

To provide the inspirational leadership of the Cricket Scotland Participation programmes that drives transformational growth for the game.

Principle Responsibilities	
Key Task:	Expected Outcomes
National Participation Strategy	<p>Drive the growth of cricket participation through the implementation of the Cricket Scotland Strategic Plan - `Inspiring Scotland to Play Cricket`. A key element of this plan is the ambition to deliver "More Opportunities, Great Experiences" as part of the core `Participation` pillar of the strategy. This strategy will focus on five key strategic areas:</p> <ul style="list-style-type: none"> • Clubs – developing modern club support strategies and systems to create vibrant, visible and viable clubs that are at the heart of our communities • Target Growth Segments – breaking new ground for cricket and providing more opportunities for people to play formats of the game that suit their lifestyles. Focus segments: entry level programme, modified formats, schools, BAME, Disability • Female Cricket – prioritising female cricket opportunities and support to unleash the potential of the female game • Workforce Development – develop high quality programmes, resources and systems to support the development of coaches, officials, administrators and volunteers to support cricket • Organisational capability and structure – develop staff, club, and regional association capability and structure to enable the top-down delivery of the participation strategy <p>Responsible for monitoring progress against the strategy and developing future participation strategies in conjunction with the Senior Management Team</p>
National Participation Leadership	<p>Be the `champion` for Participation and grassroots cricket within Cricket Scotland to ensure appropriate investment and support is secured</p> <p>Provide inspirational leadership that will ignite the cricket community and deliver a united approach to growing the game</p> <p>Be at the `cutting edge` of sports development to ensure our approach and support provided to clubs and regions is best practice and positions cricket as modern, vibrant and forward thinking</p> <p>Ensure resources, human and funding, are appropriately targeted to maximise growth and are aligned to the participation priorities</p>

	<p>Oversee and manage Cricket Scotland`s Participation SLA with regional associations as the future mechanism for delivering the CS strategy at a local level</p>
<p>Internal Work Relationships</p>	<p>Act as an effective member of Cricket Scotland`s Senior Management team, contributing across the business</p> <p>Proactively `live` the Cricket Scotland organizational values</p> <p>Work closely with the Commercial team to ensure programmes and opportunities are maximized and aligned to organizational goals</p> <p>Work closely with CS Finance team to ensure all programmes are delivered on budget and financial targets achieved</p> <p>Work closely with CS Performance team to ensure opportunities are maximized and a seamless transition into performance pathways are achieved</p>
<p>Delivery of key Participation programmes and services</p>	<p>Manage the `Community Coaching Programme` that invests in development groups and clubs across the country, to grow cricket participation in schools and communities</p> <p>Manage and deliver the `Thriving Clubs` targeted support programme in conjunction with Sports Marketing Network. Includes: regional workshops, focus club support, webinar series, Club Conference</p> <p>Lead on the roll out of the new `Club Self-Evaluation Tool` and the monitoring and evaluation of it to guide future club support priorities</p> <p>Deliver the annual CricketForce weekend with 3 focus club projects</p> <p>Deliver annual Club Awards Event with the award categories aligned to the `Thriving Clubs` programme and ethos</p> <p>Manage the delivery of the ScotRail Curriculum for Excellence Programme and the relationship with key partners ScotRail</p> <p>Oversee the delivery of all the National Schools Cricket Competitions</p> <p>Oversee the delivery of all CS competitions – senior and junior – with the support of the CS Participation Administrator</p> <p>Lead and manage the delivery of All Stars Cricket entry level programme across Scotland, achieving year-on-year growth</p> <p>Ensure full alignment across the country to the new Junior Cricket Pathway and Formats</p> <p>Lead on the `re-packaging` of Kwik Cricket as the next key improvement to the junior pathway. Work closely with commercial and performance departments to ensure opportunities are maximized and coordinated</p> <p>Lead the growth of `modified format` opportunities across Scotland, prioritising indoor cricket and Last Man Stands formats</p>

	<p>Oversee the Female Cricket Strategy as a crucial pillar to the future of the game. Ensure both `traditional` and `modified` pathways are developed to maximise the growth of the female game</p> <p>Lead and manage the `Community Engagement` strategy in conjunction with the `Community Engagement Coordinator` targeting disadvantaged and BAME communities. Manage key partner relationships to secure on-going investment and support</p> <p>Lead and manage the `Disability Cricket` strategy in conjunction with the Disability Cricket Development Officer. Manage the key partner relationships to secure on-going investment and support</p> <p>Lead and manage the CS Coach Education and Development programme in conjunction with the CS Performance Pathways Manager.</p> <p>Oversee the development of officials (umpires and scorers) through the Domestic Officials Committee to ensure the future needs of the game are met</p> <p>Oversee the development, monitoring and evaluation of facilities across Scotland to ensure the future sustainability of the game.</p>
Financial Responsibility	<p>Responsible for developing the annual Participation budget in conjunction with the Financial Controller</p> <p>Responsible for ensuring all participation programmes are delivered within budget and any financial targets achieved</p> <p>Responsible for proactively seeking external funding for participation programmes to drive the growth of the game</p> <p>Responsible for ensuring all contractual obligations are met for sponsors and funding partners</p>
Stakeholder Management	<p>Create connection and strong relationships with stakeholders to ultimately increase and sustain cricket participation:</p> <p>Be visible, personable and proactive and ensure regular and multi-channel communication is provided</p> <p>Engage with key funders, sponsors and external agencies to secure support for the growth of cricket, including ICC, sportscotland, ECB, Local Authorities, ScotRail, Lord`s Taverners and other key grant funders</p> <p>Lead Cricket Scotland`s engagement with clubs, schools and regional associations and ensure strong relationships maintained</p> <p>Actively seek 3rd party suppliers and providers that align with Cricket Scotland`s values and outcomes, to help grow and develop the game</p>
Staff Management	<p>Manage the Participation team which includes: Female Participation Manager, 3 x Regional Participation Managers, Community Engagement Coordinator, Participation Administrator and Disability Development Officer</p> <p>Ensure bi-annual appraisals are completed with all staff</p>

	<p>Ensure that the direct reports are effectively managing the recruitment, training and deployment of any partnership staff that they are reasonable for and that their outcomes are aligned to the CS strategy</p> <p>All necessary reporting is completed on time and accurately</p> <p>Inspire the Participation team to constantly seek growth opportunities and ensure all programmes have a freshness and relevance to attract new people to the sport</p>
Equality, Diversity & Inclusion	<p>Drive the EDI agenda within Cricket Scotland and the sport as a whole</p> <p>Ensure CS achieve `Intermediate` status on the Equality Framework and lead the progress towards `Advanced` level</p>
Child Well-being & Protection	<p>Responsible for ensuring Cricket Scotland is a leading SGB across all areas of Child Well-being & Protection, including PVG Scheme membership</p> <p>Ensure CS meets MORs as set out by Children1st and required by sportscotland</p>
Monitoring, reporting and evaluation	<p>Complete all components of the Annual ICC Census return and ensure Cricket Scotland maintains `Top 4` status in the ICC Scorecard to secure maximum funding</p> <p>Submit all relevant reports as required by key funders and stakeholders</p> <p>Ensure accurate and effective monitoring of all participation programmes so accurate reports can be furnished and insights obtained to guide future planning</p> <p>Work with the commercial department to ensure all membership data is captured on the `Go Membership` CRM system</p> <p>Report to CS Board as required</p>

Person specification

The Head of Participation will display the following skills and abilities:

- Strong interest and understanding of community level sport and it`s positive social impact
- Strong strategic thinker with the ability to plan long-term programmes
- Ability to develop, inspire and empower others
- Demonstrable track record of delivering growth
- Comfortable leading and influencing diverse stakeholder groups
- A team player that proactively works to create win-win relationships and outcomes
- Ability to work on your own, take ownership and be held accountable
- Is not afraid to take tough decisions
- Sets high performance standards and a clear accountability for results
- Strong written and verbal communication skills
- Can manage a demanding workload
- An understanding of and commitment to equality of opportunity and diversity
- Evidence of revenue generation
- Gravitas to operate at executive (C` suit) level both internally and externally