

Assistant Pathway Coach

JOB DESCRIPTION

Job Title: Assistant Pathway Coach
Hours of work: 37.5 hours per week
Reports to: Pathway Manager
Date effective: Summer 2022
Remuneration: £21,601
Contract: Fixed term – 36 months

The Devon Cricket Board **Assistant Pathway Coach** is responsible for the Youth Development Programme within Devon and will manage our commercial 1:2:1 coaching offer. The post holder will need to structure these programmes and deliver on them in such a way that enables players to reach their potential and challenge for higher selection.

YOU'LL LOVE THIS JOB BECAUSE:

- You are passionate about coaching and cricket.
- You want to work for a sporting organisation which seeks to place the players at the heart of everything it does.
- You share our passion for promoting inclusion and equality.
- You have an unshakable can-do attitude
- You can work independently and using initiative whilst also contributing to a close-knit team.
- You can confidently switch between administrator and coaching.

YOU'LL BE:

Managing the Youth Development Programme

- Reviewing, designing, and maintaining a successful Youth Development Cricket programme for boys and girls that enables talented club/school cricketers to enjoy a comprehensive and enjoyable training and summer match play programme
- Overseeing selection of winter and summer squads annually
- Ensuring that fairness and transparency are present at all times and at the heart of decisions made
- Taking responsibility for appointing and supporting coaches on the programme, ensuring a coordinated programme is delivered in line with our Talent Development Framework
- Working closely with the Pathway Manager and Managing Director, manage the budget for the whole programme and be responsible for submitting payroll information monthly
- Delivering high quality coaching sessions and experiences where appropriate
- Working in unison with the Pathway Manager to ensure that Youth Development Cricket is fully integrated and aligned to the whole Player Pathway in Devon
- Utilise the administrative support from the Pathway and Coaching Administrator in the Devon Cricket office

Developing partnerships

- Developing strong, lasting and fruitful relationships with key stakeholders within Devon cricket, including but not exclusively the following:
 - Players & Parents
 - Schools (private and state)
 - Cricket clubs
 - Youth Leagues
 - County Performance sub-group

Undertaking additional responsibilities

- Taking responsibility for running, staffing and delivering the Board's commercial 1:2:1 coaching programme in the winter
- Playing an active part in coach development
- Deliver on County Age Group and Emerging Player Programmes
- Have an awareness and involvement in club youth cricket and leagues to ensure that the talent pool below Youth Development Cricket is flourishing
- Also support and develop other Devon Cricket Board priorities at appropriate times throughout the year
- Conducting an annual review and appraisal of the Youth Development Programme thereafter providing a summary report to the Pathway Manager and Managing Director

YOU'LL HAVE:

- Working knowledge of player pathways, male and female.
- Experience as a cricket coach at Level 3 or higher (or overseas equivalent)
- Experience of coaching children of all ages
- Experience of coaching a County age group team
- Understanding of partnership working and able to create strong and sustainable links
- Effective communicator
- Excellent leadership skills
- Ability to work independently and as part of a team
- Excellent administrative skills and evidence of project work
- Computer literate and effective user of excel, powerpoint and other Microsoft programmes
- Ability to travel independently between sites

YOU'LL RECEIVE:

- Competitive salary
- 25 days' holiday, plus bank holidays
- Laptop and mobile phone
- Healthcare Plan
- Auto enrolment pension
- Travel expenses

SUPERVISION AND WORK PLANNING:

You will have a dedicated office space available to you at The Devon Cricket Centre, University of Exeter, Stocker Road, Exeter, Devon Ex4 4QN.

Your normal working days will be Sunday-Friday and you will normally be expected to complete at least 37.5 hours in a week. You will not normally be required to work before 9am, however, due to the nature of the work involved in this position, you will be required to work some evenings and possibly weekends. You will be required to carry out your duties at such times and on such days that are the most effective to perform the responsibilities of the position.

GENERAL

This job description outlines the principal accountabilities/main duties relating to this post and does not describe in detail all the duties required to carry them out. Other duties may be required to be undertaken from time to time as directed by the Devon Cricket Board Ltd.

If you require further information about this post, please contact Matt Theedom on either 01392 262509 or 07805 554636. If you would like to be considered for this vacancy, please complete and send an application form via the secure link on our website.

Matt Theedom
The Devon Cricket Centre
University of Exeter
Stocker Road
Exeter
EX4 4QN
Email: matt.theedom@devoncricket.co.uk

IMPORTANT DATES

- Deadline for applications is **midday Friday**
- Candidates invited for interview will be contacted via email by **Monday**
- Interviews will be held at The Devon Cricket Centre on **Friday**

Devon Cricket Board is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

As part of our safer recruitment process all roles are subject to an enhanced or standard DBS check (as appropriate to the role) and two satisfactory references.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.

Devon Cricket Board is committed to being an Equal Opportunities Employer.