**Cricket Wales Junior Competitions Organiser**

A vacancy has arisen within Cricket Wales for a Junior Competitions Organiser to lead the successful delivery of the below competitions in Wales.

Cricket Wales is the National Governing Body for junior and senior recreational cricket in Wales and exists to lead, inspire and influence the Growth, Quality and Accessibility of Cricket in Wales. Our vision is ‘Cricket capturing the imagination of Wales.’

This is a part-time role working mainly between January and September.

Please find below a job description and person specification.

To apply, please forward a CV and covering letter which shows your relevant experience to **kerry.lloyd@cricketwales.org.uk**

Closing date for applications – **27th November 2019**

Remuneration is £5,500 per annum on an employed or consultancy basis

**JOB DESCRIPTION**

Reporting to: Cricket Wales Development Manager

**Main Responsibility**
to oversee the successful delivery of the below competitions

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| * Welsh Cups junior clubs U13s & U15s
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| * ECB Junior Clubs Cups U13s & U15s
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| * ECB U19 Competition Coordinator and Finals
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| * Schools Kwik Cricket: South Wales Finals
 |
| * Oversight joint work with City Cup (Cardiff & Newport & Swansea) and Cardiff Cohesion Cup
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**Responsibilities to support the above outcome:**

The competition organiser will:-

1. Provide a first class competition service to participating clubs and schools.
2. Generate fixtures on play-cricket and encourage participation and broadcast to the cricket network.
3. Pro-actively monitor fixture completion.
4. Act as the single point of contact for all competition matters.
5. Ensure entrants are aware of and abide by all rules and regulations.
6. Encourage participating teams to ‘*Get the Game On’*.
7. Ensure participating teams get access to competition progress updates and relevant competition resources e.g. activation packs.
8. Provide general administrative support through Play Cricket and promote this clearly to all participants.
9. Liaise with key stakeholders and especially staff, including but not limited to, clubs, school and leagues.
10. Liaise with Cricket Wales’ head office to ensure integration with other competitions and activities, including:-
	1. A weekly report of progress throughout the playing season.
	2. Integration of Welsh Cup Finals and Pathway Fixtures.
	3. Encourage all qualifying rounds to be completed by the end of school summer term
11. In the case of the ECB U19 T20 competition:
	1. to encourage clubs through timely roadshows to provide the best possible match day experience (e.g. team names, coloured clothing, music, PA announcements, match programmes and blast points.)
	2. ensure relevant pre-season captains' meetings take place and facilitate *Cricket Activator* courses to support competition delivery where appropriate.

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| Attend meetings and complete monitoring and other reports as required by participating funding partners.**PERSON SPECIFICATION**

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| **ESSENTIAL** | **DESIREABLE** |
|   Experience of:   - Recent experience of planning and organising sports competitions Using Play Cricket   |   Experience of:   - Planning and organising cricket competitions  |
| Knowledge & Understanding of:   - ECB U19 T20 Competition - ECB National Club Championships U13/U15 - Junior cricket in Wales -  |   Knowledge & Understanding of:   - National Cricket Playing Survey results - Transition of young players aged 14 – 25 into senior cricket  |
|   Skills:   - Ability to communicate effectively - Organisational skills - Administration skills - IT competent  including Play Cricket  |  |
|   Other:   - Willingness to work unsociable hours including evenings and weekends  |   Other:   - Full UK Drivers Licence and access to a vehicle |

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**Background on the competitions**

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| * Welsh Cups junior clubs U13s & U15s
 | Clubs in Wales are invited to take part in a 20 over knockout competition; where possible finals are played at Sophia Gardens. Four geographical zones are created. |
| * ECB Junior Clubs Cups U13s & U15s
 | Junior Leagues are invited to send their stronger clubs in Wales to take part in this ECB 20 over knockout competition which leads to ECB finals in the summer. |
| * ECB U19 T20 Competition
 | Clubs are encouraged to organise U19 20 matches in order to support the transition of juniors to senior league cricket, setting up of geographical zones and fixtures on play-cricket. This involves captains meeting pre-season and finals organisation.  |
| * Schools Kwik Cricket: South Wales Finals Coordinator.
 | Area teams set up local and regional finals for schools to take part. This leads to a finals at Sophia Gardens where possible.  |
| * City Cup
 | The ECB City Cup aims to engage young people living in inner cities throughout England, helping to retain young players who might otherwise been lost to the game due to; access issues, financial barriers or being late developers and therefore missing out on traditional performance pathways. |
| * Cardiff Cohesion Cup
 | This is a competition which encourages teams form BAME backgrounds to take part and play in Cardiff. It is organised in conjunction with the Cardiff Community Police Service.  |

For Information on other competitions not in the scope of this role:

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| * Lady Taverners: Finals
 | Area Teams set up competitions for schools to offer girls to compete in indoor cricket with their friends in the fastest growing part of the game, initially against local schools in the early rounds, then to Regional finals and then National Finals |
| * Schools Kwik Cricket: North Wales Finals
 | The North Wales Area team runs this part of the competition. .  |