



Cricket Federation for People with Disabilities

www.cfpd.org.uk

Cricket Club Development Manager

Job Description (further detail)



The ECB are promoting the concept of the appointment of Cricket Club Development Managers (CDM) within cricket clubs. Initially, the aim is to have all Community Club Development Fund (CCDF) clubs appointing a CDM within the next 3 years (from September 2004). In the longer term all Focus Clubs (1365) should be encouraged to appoint a CDM.

Could your club benefit?

Do you want your club to be more successful?

If yes please contact your County Cricket Development Officer.

Some benefits to the club

- Increased revenue (Membership, Grant Aid, Sponsorship etc)
- Improved Management and Administration
- A single point of contact for club development (Delivery of Development Plan)
- Improved communication within the club and with community partners
- Quality Website Management
- Release current secretary and chairman for more strategic activities
- More volunteers involved
- Sustainable partnerships with local schools

Some benefits to the appointed person

- Cricket Development Training Opportunities
- Regular Contact with other Club Development Managers and Cricket Development Officers (CDO) to share best practice
- Self Development/Career Development

Altering people's lives through sport
Members of the ECB Disability Management Committee

Registered Charity Number 1046858

Purpose of the job

To ensure that the club development plan is written, supported and approved by the County Cricket Board (CDO). That the targets set within the plan are achieved, and that the plan is reviewed on an annual basis with future targets set.

Principal Responsibilities (main duties)

- To motivate others 'to do'
- To drive the delivery of the club development plan on an all year round basis
- To develop strong partnerships and programmes with schools and others within the local community
- Regularly review the management and administration of the club
- To research and access all funding opportunities (revenue & capital)
- Attendance at appropriate meetings (District Development Groups, Coaches Meetings, League Meetings)
- To improve Marketing, Promotion, Publicity for the club
- To manage the changing culture within the club environment

Secondary (Desirable but not essential) Responsibilities

- Coaching
- Playing

Knowledge, Skills and Experience

- Self motivating, thick skinned and believe passionately in club development
- Enthusiastic, positive, reliable, well presented leader with good interpersonal skills
- Have good management and organisational skills
- Display a sound knowledge of cricket structures (nationally and on a county basis)
- Have the ability to communicate and negotiate with internal and external personnel
- IT skills are essential
- Must be approachable and contactable (sometimes during unsociable hours)
- Inventive lateral thinker
- Must be both a 'starter' and a 'finisher'

Additional Information

- The appointed person can be Voluntary, Part-Time Paid, Full-Time Paid. Payment of course, is at the discretion of the club.
- Funding Guidance: Part-time £ 2,000 to £ 5,000 pa, Full-Time £10,000 to £20,000 pa
- Potential sources of finance for contributing towards the appointment of a Cricket Club Development Manager could be considered by/from: Sponsorship/Sportsmatch, existing club funds, club benefactor, County Sports Partnership...
- There are a variety of useful resources available to a CDM. Details from your CDO

Job Title	Cricket Club Development Manager (CDM) (Volunteer, Part-Time paid or Full-Time paid)
Name, Address, Tel No: of Club	
Name of CDM	
Job Role/Responsibilities	To assist the club in achieving the targets specified in the Club Development Plan (See attached sheet for further detail)
Responsible to	Cricket Club Committee
Competencies/Experience required	Good communication/administration skills Working knowledge of a cricket club is essential (See attached sheet for further details)
Qualifications	Desirable: Cricket Coaching, Sports Development/Administration
Commitment required	Dependant on whether post is Voluntary, Part-Time paid or Full-Time paid
Benefits to self	Satisfaction of seeing club becoming a well organised Focus Club
Benefits to community	Provision of a well organised club providing sporting and social opportunities for all sections of the community
Support/Training opportunities	To be welcomed into the ECB/County Cricket Board family, and be offered opportunities to be an integral part of all future club development communications, by way of invitations to appropriate meetings, seminars and training courses
Is this post open to disabled persons?	Yes