



School and Club Engagement Officer / Development Officer

Job Title:	School and Club Engagement Officer	Location:	Munster Region - Predominantly Cork.
Level / Salary Range:	Depending on qualifications 24k - 28k range	Position Type:	2 year full time fixed term contract

Job Description

PURPOSE OF POSITION

The successful candidate will work under the direction of the MCU General Manager and will be required to deliver key areas of the MCU's Strategic Plan and Cricket Ireland's Strategic Plan in relation to school and club engagement programmes.

In conjunction with the MCU General Manager, the post holder will be required to lead the planning process for School and Club Engagement within the region, ensuring areas of strategic focus (including, but not limited to, youth's/men's/women's cricket, culture & diversity etc) are being addressed, to grow the game of cricket.

The successful candidate will be required to establish/develop opportunities for schools to be introduced to the game of cricket across the region and enable strong school club links to effectively increase the number and quality of opportunities available to school aged players (boys and girls) within cricket. They will also be required to provide and support a greater diversity of programmes within youth and adult club cricket for both males and females.

As the success of the post will be dependent on developing and maintaining partnerships with key stakeholders the successful candidate will be required to develop and maintain working alliances with a wide range of partners in the voluntary and community sector and educational and sports sectors.

Role and Responsibilities

SCHOOL ENGAGEMENT

- Co-ordinate, promote, deliver and review national development/participation programmes within the school environment
- Develop, implement and review opportunities for schools to be introduced to the game of cricket across the Munster region
- Deliver national junior participation development programmes, with emphasis on effective school clubs links
- To increase the number of junior and youth cricketers regularly participating within schools
- Increase the number and quality of development opportunities available to participants within schools
- Plan, deliver and review MCU's junior and youth pathway programmes into Schools
- Plan, deliver and review modified games with festival days in school environment
- Increase the conversion rate of school players into regular club cricketers by working closely with the General Manager / Operations officer and other MCU development staff
- Support Schools with new initiatives and provide coaching assistance/education within the school environment
- Support the Union to coordinate and promote the delivery of coach development courses in Schools
- Plan, deliver and review appropriate school competitions in conjunction with youth coordinator/operations officer, where appropriate, at both primary and secondary level

CLUB ENGAGEMENT

- Plan, promote, deliver and review regional hub programmes for youth (boys and girls)
- Plan, promote, deliver and review effective holiday programmes within the MCU and/or support Clubs to deliver
- Support Clubs to deliver festivals/blitz events ensuring effective school club links are being developed.
- Implement retention and growth strategies in line with focus areas of National and Provincial Union strategies
- Support Clubs to deliver national junior participation development programmes, with emphasis on effective school clubs links
- Support Clubs to develop appropriate junior sections with emphasis on effective school club links.
- Support Clubs to deliver effective adult participation and retention cricket programmes, where applicable (e.g. indoor cricket)
- Supporting clubs with their development planning /accreditation in future.

ADMINISTRATION

- To maintain accurate and up to date records of all development programmes, activities and participants (where applicable)
- Assist in managing project budgets in accordance with MCU procedures.
- Monitor and evaluate project programmes in accordance with guidelines and external investors terms and conditions.
- Prepare written and oral reports and presentations as necessary relating to relevant projects.
- Utilise data and good practice examples to positively promote cricket with/through partners and media outlets.

GENERAL

- Assist the MCU General Manager in identifying, preparing and submitting funding applications to source additional investment that will support/compliment the objectives of the Development and Participation Programme

- Act as an ambassador/advocate for the Union's Strategy and actively promote the objectives contained within
- Ensure full compliance with health and safety requirements and legislation in accordance with MCU policies and procedures.
- Ensure compliance with safeguarding requirements in accordance with MCU policies and procedures
- To attend relevant MCU staff meetings and Cricket Ireland Development Network meetings, as required.
- To attend appropriate meetings as directed by the MCU General Manager.
- To attend training courses as required by MCU.
- Any other duties may be allocated from time to time in accordance with the general nature of the post as directed by the MCU General Manager.

Person Specification

ESSENTIAL SKILLS

- A minimum of 1 years' demonstrable experience of coaching sport to a wide variety of backgrounds, ages and ability levels
- Knowledge of coaching young children and fundamental movement skills
- A minimum of 1 years experience of delivering programmes in clubs and/or schools
- Working proficiency / experience of developing and working in partnership organisations (e.g. local authorities/councils, schools, governing bodies of sport etc.)
- Excellent written and verbal communication skills, including strong report writing skills with an ability to communicate effectively and confidently to individuals and groups
- Ability to work as part of a team, as team leader and/or team member
- Ability to work to a flexible schedule including evenings and weekends
- Full and current driving licence and access to a car and insurance

PREFERRED SKILLS

- Knowledge of the schools' education system
- Knowledge of the Irish sporting landscape, NGB's, Local Authorities, and Local Sports Partnerships.
- Knowledge of the Cricket landscape within Ireland
- Ability to form and maintain positive relationships with key stakeholders.
- Self-reliant, proactive, able to take responsibility for areas of work and display initiative in solving problems
- High-level of personal accountability.

APPLICATION PROCESS

Interested applicants please submit your CV with a covering letter detailing how their skills meet the skills and experience requirements outlined above online via our recruitment portal or call General Manager, Joseph Moynihan 085 873 6370 for a confidential discussion.

Please Note: all applicants must have eligibility to work within ROI & NI.

The closing date for applications is June 18th . Subsequent interviews for the role will then take place on Thursday and Friday the 22/23 of June .

The MCU is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.