

# GIRLS COMMUNITY COACH

## JOB DESCRIPTION AND PERSON SPECIFICATION

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| <b>DEPARTMENT</b>      | Community                                                                  |
| <b>SALARY</b>          | £25,052 per annum                                                          |
| <b>HOURS</b>           | 37.5 hours per week, full-time, fixed-term contract (24 months)            |
| <b>REPORTS TO</b>      | Women & Girls Development Officer and Operations Executive                 |
| <b>LOCATION</b>        | County-wide across Devon, with an initial focus on identified growth areas |
| <b>WORKING PATTERN</b> | Working across the week, including some evening and weekend delivery       |

### ROLE PURPOSE

Devon Cricket Foundation is seeking an energetic and skilled Girls Community Coach to increase opportunities for girls to play, enjoy and remain involved in cricket across Devon. The role will work county-wide, with an initial focus on identified growth areas in the West and North of the county.

The primary focus will be delivery in primary and secondary schools, as well as supporting clubs to create and grow girls' sections. Cricket will be used to build confidence, communication, teamwork, leadership and independence as well as cricketing skills.

### ROLE PRIORITIES AT A GLANCE

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| <b>PRIMARY SCHOOLS</b><br><b>Entry and progression</b><br>Curriculum and taster sessions, after-school clubs, festivals, competitions and teacher support.         | <b>SECONDARY SCHOOLS</b><br><b>Participation and leadership</b><br>Taster sessions, festival days, competitions and leadership opportunities linked to school and club events. |
| <b>CLUBS</b><br><b>Sustainable girls' cricket</b><br>School-club links, coach support, year-round festivals, new girls' sections and the Winter Dynamos Programme. | <b>COMMUNITY</b><br><b>New audiences</b><br>Community events and wider Foundation programmes that introduce girls to cricket and provide clear next steps.                     |

### **This role connects first experiences to lasting participation.**

The post holder will create clear routes from schools and community activity into welcoming club environments, helping clubs turn interest into sustainable girls' teams, coaches, volunteers and leaders.

## **KEY RESPONSIBILITIES**

### **1. Planning and targeted growth**

- Develop, review and deliver an annual girls' community cricket work programme in partnership with the Women & Girls Development Officer and Operations Executive.
- Create a clear annual calendar covering primary and secondary school delivery, after-school clubs, festivals, competitions, teacher training, club support and community events.

### **2. Primary school delivery**

- Plan and deliver high-quality, inclusive and enjoyable cricket sessions for girls in primary schools across Devon.
- Provide girls-only curriculum sessions, taster days and introductory activities that build confidence and encourage continued participation.
- Establish after-school clubs at schools or, where appropriate, at linked cricket clubs in identified growth areas.
- Organise primary school festivals and appropriate intra-school and inter-school competitions, promoting All Stars Cricket, Dynamos Cricket and junior club opportunities to every participant.
- Support teachers and school staff through training, resources, mentoring and informal development so that cricket activity can be sustained beyond the initial programme.

### **3. Secondary school delivery and leadership**

- Deliver girls-only taster sessions, curriculum activity and enrichment programmes within secondary schools.
- Work with schools to establish sustainable extracurricular and after-school cricket opportunities.
- Organise secondary school festivals and competition days at schools and local cricket clubs.
- Create leadership opportunities linked to festivals and competitions, including coaching, officiating, scoring, volunteering and event organisation.
- Strengthen links between secondary schools and clubs offering girls' and women's cricket, while identifying and reducing barriers to participation.

### **4. Club development and school-club links**

- Work with the Women & Girls Development Officer to identify and support clubs with the potential to start or expand girls' cricket.
- Develop strong links between clubs and nearby primary and secondary schools, including coordinated promotion, follow-up communication and transition activity.

### **5. Festivals, competitions and community engagement**

- Develop, organise and support a year-round programme of girls' festivals, including delivery during evenings and weekends where required.
- Contribute to wider Foundation delivery where appropriate, including MCC Foundation Hubs, Wicketz, holiday programmes, community events and partnerships, while ensuring girls receive clear routes into school or club cricket.
- Gather feedback from girls, schools, clubs, families and partners and use it to improve future festivals, competitions and engagement activity.

### **6. Partnerships, coach support and inclusion**

- Build positive working relationships with headteachers, teachers, school sport staff, club officials, coaches, volunteers, parents, carers and community partners.

- Support the development of teachers and cricket coaches through formal and informal mentoring, practical guidance and the sharing of inclusive delivery resources.
- Champion female coaches, volunteers and young leaders and help create supportive routes for them to develop and remain involved in the game.
- Represent Devon Cricket Foundation positively and professionally and contribute to a culture in which cricket is genuinely a game for everyone.

## **7. Monitoring, administration and wider contribution**

- Maintain accurate and secure records relating to delivery, attendance, consent, safeguarding, school and club engagement and participant progression.
- Complete all required monitoring and evaluation, including case studies, participant feedback and evidence of impact, within agreed timescales.
- Attend relevant meetings, training, development days and Foundation events, contribute to wider Community Team priorities and undertake other reasonable duties consistent with the role.

## **PERSON SPECIFICATION**

The successful candidate will combine strong coaching and communication skills with the organisation, energy and relationship-building ability needed to deliver a county-wide programme for girls through schools, clubs and community settings.

### **Essential qualifications and experience**

- Minimum ECB Level 2 or ECB Core Coach qualification
- Proven experience of coaching cricket or delivering physical activity to children and young people, ideally within primary schools, secondary schools or cricket clubs.
- Experience of planning and delivering high-quality, engaging and inclusive sessions for participants with different levels of confidence and experience.
- An understanding of the barriers that can prevent girls from participating in sport and the ability to create positive environments that encourage them to return.
- Experience of building effective relationships with schools, clubs, coaches, volunteers or community partners.
- A current First Aid qualification, safeguarding training appropriate to the role and a clear enhanced ECB DBS check, or the ability to obtain the required checks and training before commencing relevant duties.
- A full UK driving licence and access to a vehicle, or the ability and commitment to travel independently throughout Devon.

### **Essential skills and attributes**

- An enthusiastic and confident communicator who can engage and inspire girls, teachers, coaches, volunteers and families.
- Strong planning and organisational skills, with the ability to manage a varied county-wide work programme and meet agreed deadlines.
- The ability to adapt sessions for different ages, abilities, settings and group sizes while maintaining quality and enjoyment.
- Excellent relationship-building and collaborative skills, with the confidence to work with headteachers, school staff, club committees and community organisations while also working independently and using initiative.
- A sound understanding of safeguarding, equality, diversity and inclusive coaching practice.
- Good digital skills, including confident use of Microsoft 365 and online monitoring, communication or coaching systems.
- The flexibility to travel across Devon and to work evenings and weekends when festivals, competitions and club activity require it.

## Desirable

- Experience of delivering cricket or physical activity specifically for girls across primary and secondary school environments.
- Experience of establishing after-school clubs and supporting school-to-club transition.
- Experience of organising festivals, competitions or large participation events and developing opportunities for young leaders.
- Experience of mentoring or supporting teachers, coaches, volunteers or young leaders.
- Knowledge of All Stars Cricket, Dynamos Cricket and junior girls' cricket.
- Experience of Wicketz, MCC Foundation Hubs, holiday programmes, SEND or rural engagement, together with relevant further education or additional coaching, sports or officiating qualifications.

## How you will work

|                                                                                                                                       |                                                                                                                                               |                                                                                                                                                   |
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| <b>GIRL-CENTRED</b><br>You will listen to girls, build confidence and shape delivery around their needs, motivations and experiences. | <b>CONNECTED</b><br>You will bring schools, clubs, families and partners together so every activity leads to a clear and welcoming next step. | <b>POSITIVE AND INCLUSIVE</b><br>You will create fun, safe and ambitious environments in which girls from every background feel that they belong. |
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## WORKING ARRANGEMENTS

The role is county-wide across Devon, with regular delivery in primary schools, secondary schools, cricket clubs and community venues. Initial activity will focus on identified growth areas, including the West and North of the county, but travel throughout Devon will be an integral part of the post.

The post holder will work 37.5 hours per week, with the majority of their working time spent delivering in primary and secondary schools from Monday to Friday during the school day. Some evening and weekend work will also be required. Working time will be planned flexibly with the Women & Girls Development Officer and Operations Executive.

Objectives and priorities will be agreed with both line managers and reviewed through regular one-to-one meetings and the annual appraisal process.

### Safeguarding, equality and general requirements

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

Appointment is subject to an enhanced DBS check and completion of all required safer recruitment checks.

Devon Cricket Foundation is an equal opportunities employer; the post holder must promote inclusive practice and support fair access and representation.

This description sets out the principal responsibilities of the post and may reasonably evolve over time in discussion with the post holder.