



Cricket Tasmania Position Description

Position:	Participation Specialist
Department:	Community Cricket
Manager:	General Manager – Community Cricket
Direct Reports:	n/a
Role Purpose:	Responsible for supporting, enabling and driving the growth and sustainability of National Entry Level Programs through expansion of centres and participant growth, in line with the Australia Cricket Strategy. This includes a primary focus on embedding these programs in Junior Cricket Association to ensure that the National Participation Pathway is accessible to children Australia-wide.
Document Date:	December 2018

Cricket Tasmania's Strategic Link(s) to This Position

- Transform junior cricket to be the number 1 sport for children in Australia

Key Responsibilities

- Work with both Cricket Australia (CA) and State / Territory staff to develop the long-term Woolworths Blast (ELP) components of the Junior Participation Pathway implementation strategy by bringing together and supporting the plans for each individual region
- As subject matter experts for ELPs, support and train Cricket Managers (CMs) and Cricket Participation Officers (CPOs) to:
 - Prioritise and target opportunities for integration of the program into junior association pathways, schools and the community
 - Develop growth and operational plans to support sustainable ELPs, and have the expert insights to drive growth through various promotional activities and up skilling opportunities in conjunction with relevant CA, state and W/BBL marketing staff
 - Undertake the "sales process" for adoption of programs (i.e. explaining the benefits to encourage adoption). This includes a working understanding of Australian Cricket Junior Formats to support sales and discussions about the whole Junior Participation Pathway
 - Effectively communicate the national participation pathway to local cricket associations and clubs and assist in its implementation
 - Drive the expansion of the program through models that maximise interest generated through W/BBL and international cricket schedules
- Support the operational delivery of programs by working with CPOs to:
 - Ensure deliverers are identified and allocated to all centres, in consultation with local stakeholders (e.g. clubs and associations, schools etc. as applicable)
 - Provide all stakeholders with high quality support, ensuring programs operate to their maximum potential and quality standards are met or exceeded
 - Liaise with local stakeholders and Cricket Australia as required to ensure that necessary program equipment and resources are in place for all centres

- Apply and abide to all CA and State/Territory procedures and practices, including:
 - Ensuring each Centre meets or exceeds minimum Program standards by putting in place appropriate quality control mechanisms, gathering and acting accordingly on customer feedback throughout program duration
 - Maximise existing systems, the CROWD, MyCricket, CA's Home Ground and the National Help Desk to improve support in the quality delivery of programs
- Contribute to the overall unification of Australian Cricket by engaging key Cricket stakeholders
 - Develop key relationships with colleagues across the country and provide both feedback and best practice case studies as required and/or requested
 - Live the Australian Cricket values by running cross-regional projects along with highlighting success stories with field staff and program coordinators
- Maximise cricket's assets to convert fans to participants and vice-versa, including:
 - Implement promotional strategies to incorporate team assets and be a vital link between W/BBL franchises and ELP opportunities
 - Support the delivery of W/BBL-participation activations and events as required, including at-match activations
- Manage or participate in projects, including:
 - National/ cross-state projects that seek to enhance ELPs both locally and nationally

Key Stakeholders

- State and Territory Cricket Association Community Cricket personnel
- Cricket Australia – Community Cricket
- National Junior Participation Specialist Team
- State Participation Manager
- Cricket Managers
- Local Cricket Associations
- Local Cricket Clubs

Child Protection

It is your duty to comply with Cricket Tasmania Child Safety Standards which are designed to protect the welfare of children involved in the sport of cricket. As part of your duty, you must recognise that children need special care and attention that you will provide as you will be committed to protecting and prioritising the safety of children.

Governance

Cricket Tasmania is committed to managing risk in accordance with the processes established under its Risk Management Framework. To deliver on this commitment, you are required to be responsible and accountable for managing risk in so far as is reasonably practicable within your area of responsibility. You must at all times support the development, implementation and review of risk control and mitigation strategies and otherwise act in accordance with Cricket Tasmania's Risk Appetite level, as determined by the Board.

Duties under Workplace Health and Safety Requirements

It's your duty to comply with the Cricket Tasmania policies and procedures which are designed to protect your health and safety at work. As part of this duty, you must comply with all reasonable instructions from managers

in relation to health and safety issues at work. This means participating in workplace health and safety training and consultation, cooperating with Cricket Tasmania as required ensuring compliance with the law and reporting any incidents, hazards and near misses.

People & Culture

- Adopt a holistic view to the on-going success of Cricket Tasmania and achievement of strategic objectives
- Promote and strive for the desired culture, values and behaviours amongst Cricket Tasmania employees and related groups
- Increase your capabilities in areas required to achieve desired outcomes by undertaking specific training and personal development programs
- Ensure adherence to the policies and procedures put in place by Cricket Tasmania, including but not limited to Workplace Health and Safety, Human Resources and Finance
- Ensure all relevant safety standards are maintained

How We Play – Key Behaviour Indicators



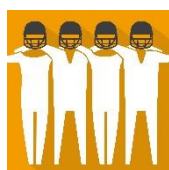
BE REAL
WE'RE REAL ABOUT CRICKET'S FUTURE
Show respect, talk straight.
Never be afraid to challenge or be challenged.



SMASH THE BOUNDARIES
GO FOR IT...CHANGE THE WORLD
Innovate. Be comfortable being uncomfortable.
Challenge the status quo without fear of failure.



MAKE EVERY BALL COUNT
BE RELENTLESS... PLAY TO WIN
Do what you say. Deliver.
Make Decisions.



STRONGER TOGETHER
GO FURTHER... COLLABORATE.
Embrace diversity. Listen. Customer's voice 1st.
Do what's best for cricket.

Key Position Requirements

Essential

- Proven experience in a sport, sales, project management or education role
- Passion, commitment and drive to get kids physically active
- Demonstrated ability to work autonomously, with outstanding interpersonal and influencing skills
- Proven stakeholder engagement and management skills
- Ability to manage projects involving a wide variety of stakeholders

Desirable

- Facilitated kids' activity programs previously and understand what it takes to ensure a flawless junior engagement program
- Understanding of grassroots Cricket in Australia
- Confident at public speaking

Qualifications

- Relevant tertiary qualifications

Acknowledgement

The list of key responsibilities and key results areas herein are not intended to be all inclusive and may include additional responsibilities as required and assigned.