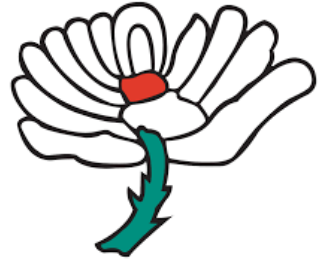


JOB DESCRIPTION

Yorkshire Cricket Foundation



Job Title:	Community Development Officer
Department	Yorkshire Cricket Foundation
Reporting Line:	Cricket Cities Manager
Location	Sheffield x1, Kirklees x1
Employment Type	2 years fixed-term, Full-time

Department Overview

Yorkshire Cricket Foundation is the home of community cricket, and we aim to put cricket at the heart of Yorkshire, inspiring all generations to connect with the game.

From the iconic Headingley Stadium direct into the core of our communities, building on our heritage and creating a legacy that makes everybody proud.

We are responsible for governing the recreational game across the county, delivering engaging programmes and events within our communities and supporting the development of our clubs and leagues.

Working in partnership with other appropriate agencies and organisations, including schools and faith groups, to increase participation and growth in the game and provide an inclusive and safe space equipped for individuals, teams and clubs to enjoy playing the game they love.

Job Purpose

- Develop relationships and opportunities for our Black and South Asian communities.
- Develop more opportunities for Black and South Asian females within our communities.
- Continue to support existing work and expand into new communities.
- Expand the Cricket Cities program across Sheffield
- Increase participation in recreational cricket

Key Responsibilities

Area	Responsibilities
Community Development	• Research the current landscape assessing current provision, facilities, key organisations, partners and opportunities with a focus on: - Partnerships: Working with other organisations to further cricket - Listening: Engaging and listening to South Asian & Black Communities - Support: Helping South Asian & Black Communities to further cricket participation - Hubs: Creating venues and facilities that provide multiple cricket offers & playing pathway for communities • Assess and put in place a plan to develop and train more diverse participants at all levels to include coaching, volunteering, officiating and groundsmanship if and where required. • Work to increase participation and greater cultural integration for those already playing cricket, including: - South Asian males and females ensuring to diversify the SA communities - South Asian players affiliated to ECB competitions and leagues - Teams playing new formats of our game to include non-affiliated competitions • Supporting people of different races, genders, low socio-economic groups and faiths through participation in cricket. • Ensure all initiatives provide sustainable exit routes for participants. • Take ownership of all the Sheffield community work to increase the Foundation profile within our communities and partners. • Identify new opportunities within communities via consultation with key local people. • Be proactive in communities where we have identified significant numbers of the Black community residing. Carry out consultation to identify barriers and create needs driven initiatives. • Develop more opportunities for women and girls within these communities via extensive consultation to overcome barriers and create needs driven initiatives. • Interconnect our current and future offers to align with our communities programme. • Develop focus/steering groups to further embed leadership/ownership.
Administration	• Collating information to complete ECB online portals • Creating case studies to show impact • Ensure the sustainability of our work by collaborating with other Officers to link up projects
Communication	• Contribute to the production of an annual review and newsletter. • Ensure the website and communications information related to the project is up to date. • Collate case studies, photographs and information from projects/events as required by the funders and for use in promotional material. • Work alongside the Marketing team to promote activities via social media (Facebook, Instagram and Twitter).

Safeguarding	• Demonstrate, at all times, a commitment to safeguarding children and adults • Contribute to the implementation of the Yorkshire Cricket Safeguarding policy • Report any safeguarding concerns in accordance with Yorkshire Cricket's Safeguarding Report Management Procedure • Ensure a safe and enjoyable environment is maintained, at all times, in line with Yorkshire Cricket's Safeguarding Guidance
Equality, Diversity and Inclusion	• Demonstrate, at all times, a commitment to equality, diversity and inclusion behaviours, decision-making and working practices • Advocate the values of dignity, fairness, equality and respect

Please note: This is not an exhaustive list and the role may be required to undertake additional roles and responsibilities as identified from time to time in order to meet the ongoing requirements of the company.

Key Relationships / Stakeholders

England and Wales Cricket Board
Yorkshire Cricket Foundation
Local Authority
Faith Centres
Community Organisations
Community Coaches and Volunteers

Job Specification

Essential Criteria	M/C
Previous experience working with target groups including women & girls, minority ethnic communities and faiths	☒
Previous experience working closely and building relationships with internal and external stakeholders to achieve goals and targets	☒
Proficiency in Microsoft Office (Word, Excel, Outlook, and PowerPoint)	☐
An understanding of the importance of safeguarding with the skills and knowledge to identify a safeguarding concern and experience in reporting these	☐
Previous experience working in a community development role	☐
Desirable Criteria	
Knowledge of the current sporting environment in Sheffield	
Experience with organising competitions, events and delivering development initiatives	
Knowledge of VCS organisations in Sheffield and surrounding areas	
Experience with working with schools and youth organisations	
Knowledge of challenges facing Black and South Asian communities engaging in mainstream cricket	

Core Competencies

Time management	☒	Ability to influence and negotiate	☒
Attention to detail	☐	Analytical skills	☐
Confidentiality and discretion	☐	Leadership skills	☐
Interpersonal and communication skills	☒	Initiative and proactive	☐
Teamwork	☐	Creativity and innovation	☒
Flexibility and adaptability	☒	Accountability	☐
Able to work autonomously	☒	Written communication	☐

Essential Certificates and Checks

Drivers License	☒	Disclosure Barring Service Check	☒
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