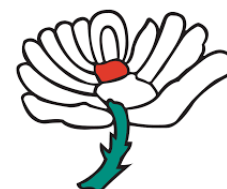


## JOB DESCRIPTION

Yorkshire Cricket Foundation



<b>Job Title</b>	Head of Business Development
<b>Department</b>	Enablement
<b>Reporting Line</b>	Managing Director
<b>Salary Band</b>	Head of Department
<b>Location</b>	Headingley Cricket Ground
<b>Employment Type</b>	Permanent - Full Time

### Company Overview

The Yorkshire Cricket Foundation (YCF) is the home of community and recreational cricket, putting cricket at the heart of Yorkshire and inspiring people of all ages, abilities and backgrounds to connect with the game.

From the iconic Headingley Stadium to communities across Yorkshire, the YCF creates opportunities, experiences, and a positive impact that supports participation, wellbeing, and social connection.

As part of the Yorkshire Cricket network, the YCF delivers programmes, events, and initiatives that bring people together, strengthen communities, and support the development of clubs and leagues. Working in partnership with schools, clubs, local authorities, faith groups, and other organisations, the YCF aims to grow participation, foster inclusive environments, and ensure cricket is accessible, welcoming, and sustainable across Yorkshire.

### Job Purpose

The Head of Business Development provides strategic leadership for all fundraising, income generation, partnership development, commercial growth, and organisational impact activity across the YCF.

The role is responsible for developing and delivering a county-wide Business Development Strategy that drives sustainable income growth, builds high-value partnerships, strengthens the Foundation's brand and profile, and ensures investment in high-quality cricket programmes and community initiatives that support the Foundation's purpose, values, and charitable objectives.

This role leads the development of corporate partnerships, sponsorships, philanthropic giving, charitable trust and foundation funding, and strategic relationships with local authorities, businesses, donors, and stakeholders.

It is also accountable for YCF's impact, monitoring, evaluation, and reporting frameworks, ensuring high-quality data and reporting that supports evidence-based decision-making and strengthens fundraising, partnership development, and relationships with funders, sponsors, and partners.

Working closely with the Head of Clubs & Leagues, Head of Community Programmes, and Head of Delivery & Development, the role ensures income generation, marketing, and impact activities are aligned with programme priorities, organisational strategy, and long-term sustainability.

## Key Responsibilities

Area	Responsibilities
Strategy	<ul style="list-style-type: none"> <li>- Support the Managing Director in driving the YCF’s organisational strategy, working collaboratively with the Enablement team to ensure strategic alignment, effective governance, and coordinated organisational planning.</li> <li>- Lead the Yorkshire-wide Business Development Strategy, ensuring alignment with YCF’s organisational strategy, ECB priorities, charitable aims, and long-term sustainability goals.</li> <li>- Develop clear income generation plans across corporate partnerships, sponsorship, individual giving, major donors, philanthropic partnerships, trusts and foundations, and public/charitable sector funding.</li> <li>- Provide strategic direction for profile raising, brand positioning, and relationship development across commercial, philanthropic, and charitable networks.</li> <li>- Work collaboratively with other Heads of Department to align income generation with organisational needs and programme priorities.</li> <li>- Establish business development KPIs and long-term growth targets and monitor progress through clear, evidence-based reporting.</li> </ul>
Fundraising & Development	<ul style="list-style-type: none"> <li>- Build and maintain relationships with major donors, corporate partners, local authorities, grant makers, and commercial sponsors to generate income and secure funding for YCF programmes and initiatives.</li> <li>- Lead the design and submission of high-quality funding proposals, sponsorship packages, and partnership bids.</li> <li>- Identify, pitch, and secure strategic partnerships that generate mutual value and contribute to community and cricket programme impact.</li> <li>- Develop and implement a structured framework to steward and strengthen relationships with donors and partners, ensuring long-term engagement and support.</li> <li>- Work with Marketing to integrate business development priorities into campaigns, case studies, and communication strategies.</li> <li>- Represent YCF at networking, corporate, philanthropic, and regional/national stakeholder events.</li> </ul>

<p>Impact &amp; Quality Assurance</p>	<ul style="list-style-type: none"> <li>- Hold strategic oversight and ultimate accountability for YCF’s impact, monitoring, evaluation and reporting frameworks, ensuring they align with organisational and departmental strategies.</li> <li>- Ensure the Impact Manager has clear direction, priorities, and support to deliver high-quality impact data, reporting tools, and insight across the organisation.</li> <li>- Work collaboratively with the Head of Clubs &amp; Leagues, Head of Community Programmes, Head of Delivery, and other colleagues to ensure impact measures and reporting processes are consistent and strategically aligned across all programmes.</li> <li>- Use insight provided by the Impact Manager to inform income-generation priorities, partnership development, organisational planning, and evidence-based decision-making.</li> <li>- Ensure all impact reporting required for funders, sponsors, and partners is completed to a high standard, on time, and supports relationship management and organisational credibility.</li> <li>- Ensure that all impact data and reporting meet agreed organisational standards and comply with legal, ethical, and data protection requirements.</li> </ul>
<p>Stakeholder Engagement &amp; External Relationships</p>	<ul style="list-style-type: none"> <li>- Act as the primary strategic contact for strategic partners, funders, and high-value donors, to drive income generation and long-term collaborative partnerships.</li> <li>- Represent YCF within professional networks, business groups, philanthropic forums, and community partnerships.</li> <li>- Advocate for YCF’s charitable impact and strategic aims, raising the organisation’s regional and national profile.</li> </ul>
<p>Budget/Resource Management</p>	<ul style="list-style-type: none"> <li>- Own and manage the Business Development budget, ensuring resources are used effectively and sustainably.</li> <li>- Provide strategic guidance to other Heads of Department regarding funding priorities and partnership opportunities.</li> <li>- Oversee income forecasting, multi-year financial planning, and annual target-setting.</li> </ul>
<p>People Management</p>	<ul style="list-style-type: none"> <li>- Model and advocate company vision and values</li> <li>- Make and communicate decisions clearly, be accountable for those decisions and empower team members to make good decisions in their areas of responsibility</li> <li>- Motivate and engage team members by setting and maintain clear standards and expectations</li> <li>- Model and implement all relevant policies and procedures</li> <li>- Model and implement effective communication within team and across the company</li> </ul>
<p>Safeguarding</p>	<ul style="list-style-type: none"> <li>- Demonstrate, at all times, a commitment to safeguarding children and adults</li> <li>- Contribute to the implementation of the Yorkshire Cricket Safeguarding policy</li> <li>- Report any safeguarding concerns in accordance with Yorkshire Cricket’s Safeguarding Report Management Procedure</li> </ul>

Equality, Diversity and Inclusion	<ul style="list-style-type: none"> <li>- Demonstrate, at all times, a commitment to equality, diversity and inclusion behaviours, decision-making and working practices</li> <li>- Advocate the values of dignity, fairness, equality and respect</li> </ul>
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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.

<p><b>Key Relationships / Stakeholders</b></p> <p>Managing Director  Head of Clubs &amp; Leagues  Head of Community Programmes  Head of Delivery &amp; Development  Impact Manager  Funders, grant makers, corporate partners, sponsors  Local authorities, regional networks  Yorkshire County Cricket Club &amp; Yorkshire Cricket Foundation colleagues  Yorkshire Cricket Foundation Board of Trustees</p>
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**Job Specification**

Essential Criteria	M/C
4+ years' experience in senior-level business development, income generation, fundraising, or commercial partnership roles, ideally within sport, charity, community development or similar sectors	<input checked="" type="checkbox"/>
Demonstrable success in securing high-value partnerships, sponsorships, grants, or philanthropic donations	<input checked="" type="checkbox"/>
Experience developing strategic business development, commercial, or fundraising plans	<input type="checkbox"/>
Strong stakeholder engagement, negotiation, and relationship-building skills	<input type="checkbox"/>
Experience providing strategic oversight of impact, monitoring and evaluation activity aligned to organisational priorities	<input type="checkbox"/>
Strong financial planning, budget management, and income forecasting skills	<input type="checkbox"/>
Excellent written and verbal communication skills, including proposal writing and presenting to senior stakeholders	<input type="checkbox"/>
Strong collaboration and influencing skills, with cross-departmental working experience	<input type="checkbox"/>
Commitment to safeguarding, EDI and our organisational values, with experience embedding good governance and inclusive approaches across the organisation	<input type="checkbox"/>
<b>Desirable Criteria</b>	
Previous experience working within a sport or not-for-profit / charity organisation	
Knowledge of the UK fundraising landscapes, including grant funders and CSR trends	
Familiarity with CRM systems, donor management, and sponsorship frameworks	
Understanding of ECB strategy and the cricket sector, including opportunities for strategic partnerships and organisational impact	

### Core Competencies

Time management	<input type="checkbox"/>	Ability to influence and negotiate	<input checked="" type="checkbox"/>
Attention to detail	<input type="checkbox"/>	Analytical skills	<input type="checkbox"/>
Confidentiality and discretion	<input type="checkbox"/>	Leadership skills	<input checked="" type="checkbox"/>
Interpersonal and communication skills	<input checked="" type="checkbox"/>	Initiative and proactive	<input type="checkbox"/>
Teamwork	<input type="checkbox"/>	Creativity and innovation	<input checked="" type="checkbox"/>
Flexibility and adaptability	<input type="checkbox"/>	Accountability	<input type="checkbox"/>
Able to work autonomously	<input checked="" type="checkbox"/>	Written communication	<input checked="" type="checkbox"/>

### Essential Certificates and Checks

Drivers License	<input checked="" type="checkbox"/>	Disclosure Barring Service Check	<input checked="" type="checkbox"/>
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