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**SHREWSBURY HOUSE SCHOOL TRUST**

**Job description for the post of**

**HEAD OF CRICKET**

**at**

**SHREWSBURY HOUSE SCHOOL**

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| **Shrewsbury House School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.** |
| **Job Purpose:**  To be responsible for Cricket throughout the School and to develop and promote Cricket through the School’s Marketing department and appropriate external bodies.  **Reporting to:**  Director of Sport |
| **Key tasks and responsibilities:** |
| * To be responsible for the Cricket throughout Shrewsbury House School; * To develop and promote Cricket through the School marketing strategies and appropriate external bodies; * To be responsible for the overall administration of Cricket in accordance with agreed School policies; * To establish a Development Plan for the overall infrastructure of School Cricket to cover performance, coaching and facilities at all levels; * To ensure a coordinated approach to Cricket participation, performance and excellence through the support of associated development bodies and PE department; * To review and recommend budgets for the Cricket programme to the Director of Sport; * To lead and manage the Cricket programme at all levels of the School with particular focus on coaching the First XI and Second XII, and to establish a support programme of sports science, psychology, lifestyle, fitness and diet with support from the PE Department; * To impact on Cricket performance at all levels of the School through extracurricular intervention; * To work in conjunction with the PE Department to support PE and Games teaching and to manage/coach teams as necessary; * To play a leading part in School sport representation outside of the Cricket season, to include playing a leading part in other boys’ sports at the School; * To be responsible for the organisation of regular Cricket tours at all levels; * To organise, manage and market to the Cricket fraternity of clubs, schools and outside organisations; * To lead events such as tournaments and tours; * To strengthen links between other Cricket organisations including local clubs; * To make recommendations for additional, appropriate support for Cricket to the Director of Sport (to include specialist coaching support); * To assume responsibility for the administration of all fixtures, appointment of empires, coordination of all transport arrangements (with the Director of Finance) and the organisation of hosting visiting teams; * To organise appropriate training programmes and manage the pre-season programme; * To allocate managers to each team and support these colleagues in their duties; * To support and encourage all staff coaching Cricket through the provision of inset and promotion of regular clinics; * To organise appropriate training schedules for all teams and work in conjunction with the Head of PE and Director of Sport and to allocate facilities for coaching and practice; * To assume responsibility for the organisation of House Cricket competitions where appropriate;   **Personal Development**   * To identify appropriate training needs under the guidance of the Director of Sport; * To be proactive in highlighting areas for development within the role; * To develop skills and qualifications via CPD to enhance both personal progression and School development.   **Whole School Trust**   * To support the aims and core values of the Trust and adhere to all policies and procedures; * To attend regularly and contribute to all necessary assemblies, staff meetings, etc. and to attend parents’ evenings and major school events; * To develop and maintain professional, productive relationships with all staff members; * To be aware of equal opportunities and to demonstrate these principles in all aspects of work; * To understand the Trust’s health and safety policy and to work within its guidelines; * To be aware of your responsibility for promoting and safeguarding the welfare of young persons whom you have contact with during the course of your duties; * Any other reasonable project or duty assigned by your Line Manager or the Headmaster. |

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| **Whilst every effort has been made to explain the main duties and responsibilities of the post, employees will be expected to comply with any reasonable request from the Headmaster to undertake work of a similar level that is not specified in this job description.** | |
| **This job description may be amended at any time following discussion between the Headmaster and member of staff.** | |
| Teacher: |  |
| Headmaster: |  |
| Date: |  |