**Disability Development Officer – Job Description**

**Job Title:** Wiltshire Cricket Disability Development Officer  
**Contract:**  Permanent, Full-Time Position  
**Hours of Work:** 37 hours per week  
**Remuneration:** £25,000 + expenses + Stakeholder Pension Scheme

1. **Introduction:**

Wiltshire Cricket Limited, in partnership with the Lord’s Taverners wish to appoint a Disability Development Officer to deliver Lord’s Taverners disability programmes (Disability Schools Cricket Programme and Super 1s) across Wiltshire. Through Super 1s, the officer will provide community-based cricketing opportunities, both competitive and coaching, for young people with disabilities. The Development Officer will use the power of cricket as a tool for change, increasing confidence, communication, leadership, and independence in the participants. The role will also oversee other disability initiatives including Disability Schools Cricket Programme delivery (table cricket & soft ball), Champion clubs and the disability pathway which directly contribute to the disability strategy of the ECB / Lord’s Taverners partnership.

This new and exciting role seeks an energetic and enthusiastic individual who has a passion for supporting and developing young people, working with multiple partners and organizations.

Wiltshire Cricket Limited is a high-performing County Cricket Board responsible for the growth and development of Cricket, including delivery of ECB Participation and Growth Initiatives and charity-led programmes. In line with ECB’s Inspiring Generations strategy and our own ‘Driving Cricket’s Future’ strategy, Wiltshire Cricket continues to offer and develop cricket opportunities for a diverse audience throughout the county, as we aim to make Cricket a game for all.

We are looking to recruit an enthusiastic individual with a passion for the impact that Sport can have on people’s lives. This person will become an integral part of the Wiltshire Cricket Development team, leading the continual development and growth of Disability Cricket throughout the county. This role comes three years after the appointment of our first ever Disability Development Officer and so will look to build on the fantastic progress made during that time.

1. **Job Focus:**

The focus of this role is to deliver the aims and outcomes of the Lord’s Taverners Super 1s and SEND programme across Wiltshire:

**Super 1s:**

* To promote and develop disability cricket in community hubs and offer both participation and competitive opportunities
* Develop initiatives that increase confidence, communication, leadership and independence. Ensure participants personal growth can develop beyond cricket

**Disability Schools Cricket Programme:**

* extend the reach of cricket to new SEND settings
* ensure more young people with SEND have the opportunity to engage in the most appropriate form of cricket (primarily using table cricket and soft-ball cricket where appropriate)
* continue to work within SEND settings already engaged in the table cricket and embed sustainability through teacher training
* transition more young people with a disability to community settings such as Super 1s, Champion Clubs and other appropriate community offers
* Deliver a county table cricket competition that feeds into the national structure

1. **Responsibilities:**

**Super 1s:**

* Plan, sustain and deliver Super 1s community hubs that:
  + Deliver a year-round Super 1s programme that is diverse, inclusive and is open to young people aged 12-25 with a disability from the community
  + Create a programme centred on delivering positive social outcomes for young people with a disability, developing participant’s personal skills and future prospects through cricket
  + Develop competitive opportunities that engages all Super 1s hubs in a minimum of 3 competition days annually
  + Create a sustainable disability pathway for players of a higher ability

**Disability Schools Cricket Programme:**

* Engage new SEND settings through cricket, ensuring the continued development of table cricket and soft-ball where appropriate
* Ensure continued engagement of existing and active SEND settings
* Train and upskill teachers & group leads to deliver Table Cricket sessions within their school or group (alongside participant delivery)
* Run a county-wide Table Cricket competition that feeds into Lord’s Taverners regional structure. County competitions must provide a competitive opportunity for active schools and target participants that have limited access to mainstream competitive opportunities
* Recruit and train Young Leaders across both Super 1s and table cricket to support disability cricket activity
* Ensure the SEND programme connects with the Super 1s programme and other community offers by providing a pathway for engaged participants

**General:**

* To promote and deliver the Lord’s Taverners Disability Schools Cricket Programme & Super 1s across Wiltshire
* Develop partnerships to enhance the impact of Lord’s Taverners programmes and the wider county disability plan
* Manage all programme data requirements of the Disability Schools Cricket Programme & Super 1s, ensuring timely and accurate data is collected and recorded on the Upshot monitoring system
* Maintain regular communication and dialogue, whilst also capturing feedback, opinion and a review of satisfaction
* Provide formal written reports and case studies, and ensure that all monitoring and evaluation is undertaken as required
* Work closely with existing cricket clubs to engage with disabled people where possible
* Support the development of the wider pool of volunteers and sports coaches by mentoring and / or signposting for opportunities both formally and informally
* Ensure the branding and identity of the programmes within delivery

The successful post holder will be:

* Committed to improving the lives of young people
* Committed to their own personal professional development and play an active role in the professional development of your colleagues
* Represent the Lord’s Taverners and Wiltshire Cricket in a positive and professional manner at all times
* Ensure the health, safety and welfare of yourself, participants and others at all times
* Conduct sessions in accordance with the appropriate ECB guidelines and good practice
* Take part in other activities within Wiltshire Cricket as and when required. This may involve supporting the other members of the Development Team with priority work areas as and when they arise
* Perform all duties in an equitable manner and to actively promote the principles of equality amongst colleagues, partners and service users
* Conform to, actively commit to and promote both the Lord’s Taverners and Wiltshire Cricket values when using any communication

1. **Supervision and Work Planning:**

The post is employed by Wiltshire Cricket Limited and will be line managed by a Cricket Development Manager. The post holder will be expected to travel around the county for the delivery elements of the role. With regards office based work, Wiltshire Cricket employees are currently based from home but in the near future the county may look at a hybrid approach, allowing for flexibility to split work between home and the Wiltshire Cricket Offices as applicable.

The position is a full-time role and your working week will comprise of 37 hours. Your normal days of work will be Monday to Friday but you will be expected to keep your working hours flexible to a reasonable extent, depending on the needs of the role. At times the needs of the role will require these hours to be modified and you will be expected to vary your hours of work accordingly, including working evenings and occasionally weekends as part of your normal working week.

1. **General**

This job description only contains the principle accountabilities/main duties relating to this post and does not describe in detail all of the duties required to carry them out. Other duties may be required to be undertaken from time to time as directed by the Board.

1. **Experience and Qualifications**

**Essential:**

* High levels of energy and enthusiasm and the desire to succeed
* Excellent understanding of delivering positive social outcomes for young people through sport
* Experience of working within sports for development with recreational sports clubs
* Experience and insight in disability
* Experience of partnership working and the ability to create strong and sustainable links
* Experience of working in both school and community settings
* **Good project management skills and ability to prioritise and work to deadlines**
* Knowledge and understanding of working and engaging volunteers
* Effective communicator and the ability to engage with people of all levels
* **Excellent leadership skills**
* **Ability to work independently and as part of a team**
* Excellent administrative skills and ability to capture and record programme data
* **Computer literate and effective user of Word, Excel, Outlook and other Microsoft programmes**
* Child protection trained or, commitment to achieving this within a short period of time
* Sports coaching experience
* First Aid trained or, a commitment to achieving this within a short period of time
* ECB DBS checked
* **Ability to travel independently between sites**
* **Willingness to work ‘unsocial’ hours, including evenings and weekends**

**Desirable:**

* Experience or high-level understanding of youth mentoring
* High-level understanding of data to evidence social outcomes and personal development of participants through sport
* Understanding and experience of a variety of sports for development programmes
* Cricket Foundation 1 or multi-sports qualification (it is not essential for the successful candidate to be a qualified cricket coach)
* Understanding of table cricket and Lord’s Taverners programmes
* Experience of working with inactive people in recreational sport and/or physical activity sessions
* Experience of working with people with disabilities
* Experience of mentoring, supporting and encouraging volunteers
* Experience of teaching/coaching children of all ages

1. **To Apply:**

To apply please complete the [application form](https://forms.office.com/e/826c0EP0gk), taking note of the Job Description.

**Closing date for applications:** Friday 3rd November 2023

**Interviews are proposed to take place:** w/c 13th November 2023

If you wish to discuss the role before applying, please contact Sam Dent.  
Email: [sam.dent@wiltshirecricket.co.uk](mailto:sam.dent@wiltshirecricket.co.uk) or Mobile: 07484 916777.

1. **Safeguarding Statement:**

Wiltshire Cricket is committed to safeguarding and protecting the children, young people and vulnerable adults that we work with. As such, all posts are subject to a safe recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.