



DIRECTOR OF CRICKET

St Patrick's College, Wellington, is seeking applicants for the newly established role of Director of Cricket.

The successful applicant will:

- have a minimum of Level 2 NZC coaching qualification
- be able to manage the administration functions for cricket at the College
- act as a role model for young sportsmen
- be legally entitled to work in NZ
- be available for the following coaching commitments:
 - 1) 1st XI games on Saturday
 - 2) Traditional games in February-March
 - 3) Run SPC Cricket Academy sessions before school

This is a fixed-term paid role based at the College for 25 hours per week from late-September to early April.

- The Position Description is attached below.
- To apply for the role, email your cricket resume and cover letter to Jonathan Millmow, Director of Sport at St Patrick's College
- Email: jonathan.millmow@stpats.school.nz
- If you would like to discuss the role, call Jonathan on 021 663 754

APPLICATIONS CLOSE ON FRIDAY 4 SEPTEMBER 2020



St Patrick's College

WELLINGTON



St Patrick's College

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POSITION DESCRIPTION

Position: Director of Cricket

As at: August, 2020

Special Character:

St Patrick's College (SPC) is an integrated Catholic Marist College and all employees of the College are expected to support the Special Character of the College and to act in ways that reflect this Special Character.

Role: The Director of Cricket role is a senior appointment within the sporting structure of SPC.
The successful candidate is responsible for overseeing the cricket programme across all year levels of the College.
The role has a coaching, planning and administrative requirement.
The specific coaching responsibilities relate to the 1st XI team but also include the establishment and oversight of a development programme across all year levels.

Weeks: Services will be required over a six month period each year from 28th September through to 3rd April.

Hours: The Director of Cricket needs to commit to an average of 25 hours per week over a 24 week period. This is exclusive of the 3 week break over the Christmas/New Year period.

Responsible to:

Director of Sport

Key Duties:

SPC Cricket Programme:

- Work with the SPC Cricket Committee to develop and deliver a 5 year Strategic Plan for cricket at SPC
- Develop a programme for cricket at SPC that:
 - Works towards achieving the objectives of the 5 year Plan
 - Establishes structured high-performance programmes by Year level that incorporate training plans:
 - strength and fitness and
 - technique and performance
 - Establishes a culture of teamwork and co-operation that is required for success in this sport and in life.

Selection and management of Coaches:

- Responsible for the selection of coaches for SPC to provide the required level of instruction for the teams at each year level.
- Oversee the activities and training timetables and programmes of all coaches and teams.
- Act as a mentor to SPC cricket coaches to improve their coaching skills and communication abilities.
- Annual review with the SPC Director of Sport regarding coaching performance.

Coaching:

- In addition to your role as Head Coach of the First XI team, regularly work together with coaches at training sessions to:
 - Ensure that selection criteria are developed for all year levels
 - Ensure that selection communication protocols are developed
 - Act as a mentor to all coaches and impart additional technical skills
- Establish SPC Cricket Academy to develop the skills and abilities of junior cricketers at SPC.

Administration:

Finances

- Budget and invoice management with the allocated budget from Director of Sport

Players/Parents

- Promotion, player Entry and Registration.
- Parent communication – preseason & in season where applicable.
- Player communication.

Logistics and Draw

- Equipment management and purchasing of equipment under Director of Sport guidance/budget allocation
- Draw dissemination.
- College Sport Wellington and governing body communication when appropriate.
- College Sports team entry.
- Logistical organisation – ground and umpire bookings, vehicles, flights, hotels, billets, functions etc.

Results

- Results communication to sports department.
- Ensure competition results submitted.

Other Duties:

- Attend monthly Cricket committee meetings
- Encourage student volunteers (coaching, umpiring, managers)
- PD opportunities for players, students and staff when applicable.
- Tracking individual performances for celebration, awards and nominations (KAMAR and other).
- Manage disciplinary matters in line with SPC policies and alongside DoS and other staff as required.
- Attend weekly meetings with Director of Sport. These might be at the College, at an off-site location or an online video meeting.
- Collate list of annual cricket prizes for SPC Sports Prize Giving event
- Supply an 'up to 500-word' season summary for publication in the annual College yearbook (The Patrician).

Key Attributes:

- Significant cricket coaching experience at a range of levels.
- Experience in establishing and managing cricket programmes within a club or school environment.
- Ability to create a positive working relationship with staff, students and parents.
- Ability to stay calm under pressure in a busy school environment.
- Able to work unsupervised
- Good time management skills and ability to meet critical deadlines.
- Strong people-management ability.
- Flexible and able to manage change.

KPI's:

- Growth in student numbers participating in Cricket at SPC across all Year levels.
- Particular emphasis on developing and improving Year 9 participation and interest.
- Improved results at competitions across both Junior and Senior teams