

Marylebone Cricket Club ('MCC')

Job Profile

Job Title Cricket Academy Casual Coach	Department MCC Cricket Academy
Reporting to Cricket Academy Senior Coach	
Dimensions of Role Contract Type: Zero Hours Hours: Varied hours from Monday to Sunday 0800 to 2200 as agreed with Marylebone Cricket Club ("MCC") depending on the Cricket Academy's requirements. Good to very good availability in the summer months is required, especially at weekends.	
Key Purpose of Role To provide coaching in the MCC Cricket Academy including one-to-one sessions, weekly term time group classes or holiday courses. To help and support the Senior Coach with coaching programmes, writing of certificates and administrative support within the Cricket Academy	
Key Tasks and Accountabilities <ul style="list-style-type: none"> ▪ Coaching individuals and groups in the MCC Cricket Academy ▪ Coaching a range of ages and abilities, starting from 3 year olds ▪ Representing the MCC while coaching pupils from local schools as part of the Club's community engagement programme both on and off site ▪ Working with the senior coach to devise fun, engaging and challenging course content ▪ Keeping up to date with best practice and techniques related to coaching ▪ Umpiring and scoring of games ▪ Preparing for coaching sessions including setting up equipment and using the Academy bowling machines including the Merlyn and TrueMan ▪ Looking after the Academy equipment and ensuring it is all returned to its correct storage area ▪ Business development through attracting new clients to the Academy ▪ Duty officer shifts as required by rota including general Academy administration work (net bookings, holiday courses, appointment of coaches, reception cover etc.) <p><i>This job profile is not an exhaustive or definitive list of all possible job responsibilities, tasks, and duties. The responsibilities, tasks and duties of the jobholder might differ from those outlined in the job profile and duties might be amended as the job evolves in light of the needs of the business and/or at the discretion of management.</i></p>	
Variations of job relating to Major Matches The MCC Cricket Academy is not a 9 to 5 business and much of the coaching takes place at evenings and weekends. At this time we are looking for coaches only with good to very good availability in the summer months. Flexibility will always be required about the standard hours of work, which may vary from week to week depending on the Academy's needs. Flexibility of timing for major matches will be required, depending on the needs of the Senior Coach and the activities in the Cricket Academy during matches	

Values and Behaviours

- Have a positive and proactive approach to all elements of the role.
- Take responsibility for own actions and outputs.
- Be respectful to all MCC employees, casual workers, Members and visitors.
- Actively promote team work by supporting others and sharing knowledge.
- Deliver high quality work/service in a timely way.
- Actively work to help improve standards across the Department.

Health and Safety

- At all times be responsible for the safety of yourself and others through adherence to MCC (and legal) safety rules and procedures
- To report any unsafe practices, equipment or circumstances as appropriate.
- Wearing of any required protective clothing and equipment.
- Comply fully with relevant security policies and procedures.
- Be familiar with fire procedures and evacuation procedures and be prepared to operate when/if trained as Fire Warden.

Person Specifications, Skills & Qualifications

Essential

- Coaching qualifications to a minimum of ECB Level 2 and a will to stay abreast of modern coaching techniques
- Valid enhanced DBS
- Valid First Aid Certificate
- Valid Safeguarding Certificate
- Good to very good availability in the summer months
- A customer service ethos focussed on excellence
- Sound knowledge of cricket, its Laws, the Spirit of Cricket, its culture and traditions
- An excellent rapport with children, with the ability to deliver enthusiastic, focused and fun coaching sessions
- Excellent time keeping
- Professional in appearance
- Excellent communication skills
- Prioritisation and organisational skills
- Ability to remain calm under pressure
- Ability to work without supervision and take initiative
- Ability to multitask
- Flexible approach to working hours and work content
- Reliability
- Potential for acquisition of Hawk-Eye skills if possible
- Basic IT skills, allied to friendly and helpful customer relationship skills

Desirable

- Experience of working within a sports centre is highly desirable
- Defibrillator training

Written by Ross Willett

Date February 2019

Accepted by

Date