



# HEREFORD CATHEDRAL SCHOOL

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CANDIDATE INFORMATION

Head of Cricket

01432 363500 | [HEREFORDCS.COM](http://HEREFORDCS.COM)







## SPORT AT HCS

The aims of HCS Sport are based on our desire to facilitate outstanding sporting experiences for all pupils. In particular, we aim to offer appropriate support and challenge for each individual, so that they may enjoy sport and realise their own potential. We recognise that every pupil is different, and our aim is to get to know each one; their strengths and their weaknesses. At HCS, the profile of sport is as much about the care that we provide for each individual, as it is our team success.

We offer a range of sports including cricket, football, hockey, netball, rugby, and rowing as well as athletics, basketball, badminton, fencing, equestrian, rounders and tennis. We also provide support to athletes who are involved in other sports outside school, to help them achieve their ambitions. We are deliberate in our alignment with national sporting pathways, to ensure that our aspiring young sportsmen and women have the very best chance to advance in their chosen sports. In this regard, a number of pupils are selected in county and regional sides each year, with some competing at a national level.





Pupils are encouraged to take advantage of the extensive and valuable opportunities on offer in sport. We ask pupils and parents to join us in recognising the benefits of representing the School, and of competition in general, whether the focus is on self-improvement of a personal best or on team success in a fixture. There is also a thriving House sport competition, which reflects and strengthens our inclusive approach to sport.

Our dedicated staff recognise the important role that a sport plays in the development of character and of the moral, social, emotional and spiritual values of our pupils. Whether a pupil is encouraged to venture out of their comfort zone or experience the camaraderie of a team, the engagement of body, mind and heart are integral to all sport programmes at the School.

We also encourage a lifelong commitment to a healthy lifestyle, promoting the physical and mental benefits of regular exercise. All years have a weekly games session (1.5hrs) during curricular time. In addition to games sessions, Years 7-9 receive an additional hour of Physical Education during the week, the syllabus of which not only underpins the sport programme in terms of physical literacy and fundamental movement quality, but also offers an element of variety in its practical content. Physical Education is also an option at GCSE and BTEC, for those pupils with an academic interest in sport.



# JOB DESCRIPTION: HEAD OF CRICKET

**Post title:** Head of Cricket

**Salary:** Competitive

**Hours/weeks:** Full-time

**Start date:** April 2024 (flexible: earlier or later start))

**Location:** Herefordshire (based at Hereford Cathedral School)

## OPPORTUNITY

We are seeking an outstanding Head of Cricket and inspirational coach. The ideal candidate will have the leadership, vision, coaching skills and experience to take the lead role in the development and delivery of our cricket programme. The Head of Cricket will be responsible for shaping and developing the sport in the School, including the tactical and technical development of our players at all levels.

We anticipate appointing a suitably qualified, enthusiastic and committed cricket specialist, with first-rate interpersonal skills, energy, high expectations and the ability to work well and communicate effectively with pupils, colleagues and parents. The ability to coach rugby, football, hockey or netball would be advantageous.

Candidates for the position should be willing to contribute fully to the pastoral and extensive extra-curricular life of the school. This will include coaching teams beyond normal school hours including a significant number of Saturdays as well as 1-2-1 coaching and running cricket camps. The individual will be highly motivated and fully prepared to undertake the demands of working in one of the UK's leading independent co-educational day and boarding schools.

## OVERVIEW

Cricket is the main team sport for boys and girls in the Summer Term where there is a competitive programme of fixtures, mainly on Saturdays. Cricket is a Games option during this term along with after school practices. Winter nets take place from September.

## OUR OFFER

- A highly talented and supportive staff and governing body
- Competitive salary
- Access to our effective Professional Learning programme which includes our vision for 'Cultures of Thinking'
- Cycle to Work scheme
- Free lunch provided in term time
- Enrichment opportunities through our exceptional extra-curricular opportunities
- Opportunity to join a wonderful team of people
- A beautiful place to work in the most idyllic settings
- And finally, the chance to work with outstanding students

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SCHOOL'S YOUTUBE CHANNEL

# THE ROLE: HEAD OF CRICKET

## Reporting Lines:

The post holder reports to the Director of Sport

## Job Purpose:

- To lead and manage the Cricket programme
- To oversee the development of Cricket at the School
- To design, lead and direct all Cricket coaching
- To support the coaching of Games and other sporting activities

## Responsibilities:

- Oversee the development of all Cricket coaches/umpires at the school and implement a programme of coach development including courses, workshops and INSET days
- To structure a weekly, termly and yearly programme, which fits with the overall objectives of HCS Sport
- Drive the vision for Cricket over the next 1, 3 and 5 years and include targets for performance, participation and development
- To promote and support suitable players through the local, regional and national selection process
- To develop a 1-2-1 coaching programme and holiday cricket camps
- To maintain and develop appropriate links with local Cricket clubs and develop strategies involving community development and partnership with relevant local and national organisations
- In line with the School's policies, organise and manage trips including tours, pre-season and out of term training camps and tournaments.
- Coach, officiate and manage teams beyond normal school hours including weekends and some evenings throughout the year
- To liaise with the Head of Strength & Conditioning about programmes for all players, where applicable
- To actively support multiple teams on match days and be visible and accessible to all players
- To support the sports scholarship process for 11+, 13+ & 16+
- To undertake additional coaching responsibilities in other sports, as required

## Pastoral Responsibilities:

- To encourage the development of character, soft skills and sportsmanship
- Ensure compliance with the School's Safeguarding and Child Protection Policy at all times
- Report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead
- Liaise with Medical, Academic Support and any other professionals as and when necessary



# THE ROLE: HEAD OF CRICKET

## **Administrative Duties:**

- To improve marketing, promotion and publicity for HCS Cricket
- To maintain appropriate records e.g. attendance, availability and participation and provide relevant and accurate information for information systems to ensure that all records are up-to-date
- To liaise with the Assistant Director of Sport in the administration of Cricket including: fixtures, transport, catering, umpires, tournament entries and reports
- To manage and control the Cricket budget, under the direction of the Director of Sport and ensure all relevant equipment and resources are made available to the coaching team
- To ensure risk assessments for Cricket (including hired facilities) are up-to-date and reviewed annually (or when appropriate)
- To undertake appropriate administrative duties to support the operational needs of the department or wider school

## **General Responsibilities:**

- To maintain good standards of behaviour amongst students, both when they are on School premises and when they are engaged in authorised School activities elsewhere
- To supervise, as required, groups of pupils engaged in private study, and the classes of absent staff
- To support through involvement in the School's extra-curricular activities
- To attend, and participate in as required, general school functions, meetings, cultural and social events, including those held out of school hours during term time
- Undertake whole school duties as outlined annually
- To take part in the School's professional development programme and take responsibility for own professional development. Actively seeks to reflect on and enhance own practice

## **Whole School Responsibilities:**

- Safeguard and promote the general well-being of pupils and to be a role model for pupils at all times
- To assist in the promotion of the School's reputation and in marketing activities as required
- To adhere to all the School's Policies
- To carry out any additional task reasonably required by the Headmaster
- You may also be required to undertake such other comparable duties as the School requires from time to time

It is not possible to present a definitive list of responsibilities for the role as it will be developed around the skills and experiences of the successful candidate. The job description above is not exhaustive and may, occasionally, be reasonably amended by the Headmaster.

# SAFEGUARDING AND PROTECTION OF CHILDREN AND YOUNG PERSONS

In accordance with the Children's Act 1989, on appointment post holders will be required to commit to their responsibilities with regards to safeguarding. In addition, offers of appointment will be subject to an Enhanced criminal record check from the Disclosure and Barring Service (DBS).

These checks will highlight cautions, reprimands and final warnings as well as any convictions. The post holder must not have any spent or unspent convictions that would prevent them from working with children. Staff must inform the school if they are subject to criminal investigations or convicted while in the employment of the School.

## HEALTH AND SAFETY

### **As an employee you are expected to:**

- Take reasonable care of your own health and safety
- Take reasonable care not to put other people - fellow employees and members of the public - at risk by what you do or don't do in the course of your work
- Co-operate with your employer, making sure you get proper training and you understand and follow the company's health and safety policies
- Not interfere with or misuse anything that's been provided for your health, safety or welfare
- Report any injuries, strains or illnesses you suffer as a result of doing your job
- Tell your employer if something happens that might affect your ability to work (e.g. becoming pregnant or suffering an injury)
- If you drive or operate machinery, to tell your employer if you take medication that makes you drowsy

Wilmot House opened in 2019 and provides a wonderful home for our boarders



PERSON SPECIFICATION		
	Essential Criteria	Desirable Criteria
<b>Qualifications</b>	<p>Evidence of involvement in relevant professional development</p> <p>Minimum Cricket Level 3 (UKCC or equivalent) coaching qualification or working towards</p>	<p>Degree level qualification</p> <p>Other relevant coaching qualifications</p>
<b>Experience and knowledge</b>	<p>High level of playing or coaching experience in Cricket</p> <p>Excellent knowledge and understanding of the curriculum and a passion for the subject</p> <p>Knowledge and experience of lesson planning, use of resources and assessment.</p> <p>Understanding of the theory and practice of effective coaching</p>	<p>Experience of working in an educational environment</p> <p>Experience of working with both boys and girls</p> <p>Experience of supervising groups of children or young people</p> <p>Understanding and experience of working in inclusive settings</p>
<b>Skills and abilities</b>	<p>Ability to supervise and manage groups of children and young people with confidence</p> <p>A positive attitude towards children and young people including the ability to demonstrate and promote positive values, attitudes and behaviour</p> <p>Build and maintain relationships through effective interpersonal skills</p> <p>Strong organisational and administrative skills, and able to manage own time effectively</p> <p>Excellent communication skills to inspire, challenge, motivate and empower others</p> <p>Think creatively to anticipate and solve problems</p> <p>Inclusive approach to education</p> <p>Able to listen and reflect to seek continuous improvement and promote best practice</p> <p>Values and takes responsibility for own professional development</p> <p>Good IT knowledge in Microsoft Office applications to include Word, PowerPoint, Excel</p>	<p>Motivate and inspire confidence in pupils, staff, parents, governors and the wider community in order to further develop and promote the school</p> <p>Ability to deliver feedback effectively</p> <p>Awareness of HR policies and procedures</p> <p>Qualifications and/or ability to coach another one of the Schools major sports (Hockey, Rugby, Football, Netball and Rowing) and/or be able to deliver Strength &amp; Conditioning sessions</p>
<b>Aptitude</b>	<p>Self-supporting with the ability to work as part of a team</p> <p>Naturally demonstrates a 'can do' helpful attitude</p> <p>Positive, enthusiastic, energetic and flexible</p> <p>Work under pressure, maintaining a sense of perspective and humour</p> <p>Reliability and integrity</p> <p>Resilience and tenacity</p>	
<b>Aptitude continued</b>	<p>Commitment, honesty and dedication</p> <p>A sense of humour and a genuine understanding and liking of young people</p> <p>Shares the School's values and vision and committed to the School's vision for learning experience and outcomes for pupils</p>	



PERSON SPECIFICATION		
	Essential Criteria	Desirable Criteria
<b>Circumstances</b>	<p>Able to work flexibly, earlier starts, evenings and weekends will be required.</p> <p>A strong commitment to support the School's extra-curricular activities programme</p>	Full UK Driving Licence
<b>Safeguarding Children, Young People and Vulnerable Adults</b>	<p>Understands their role in the context of safeguarding children, young people and vulnerable adults</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</p>	
<b>Equal Opportunities</b>	Understanding of the requirements of Equality and Diversity	

### Purpose of this Job Description:

Hereford Cathedral School considers this document as a “snapshot” of the job. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.

## HOW TO APPLY

An application form and information pack may be downloaded from the school website: [www.herefordcs.com/job-vacancies](http://www.herefordcs.com/job-vacancies)

**Completed applications should be accompanied by a covering letter and sent to Mrs Cath Knowles, Hereford Cathedral School, Old Deanery, The Cathedral Close, Hereford HR1 2NG or to [c.knowles@herefordcs.com](mailto:c.knowles@herefordcs.com)**

Please note this is an open advert with no closing date. The advert will stay live until an appointment has been made. Applications will be processed when received and applicants will be made aware whether they have been successful in terms of interview. Subsequently, to avoid disappointment we welcome early applications.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all members of staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance and satisfactory employment references and other safer recruitment checks. Further information on the School's safeguarding can be found on [the school website](#).

Hereford Cathedral School is committed to being an equal opportunity employer and is determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.