



USA CRICKET INVITES ALL QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING POSITION:

Title:	Cricket Operations Manager
Location:	USA Cricket HQ: San Francisco Bay Area, California, USA
Hours of work:	Candidates applying for this role need to be aware that the position may include extensive 'out of hours' work, including overseas travel and internally within the USA on a regular basis.
Reporting to:	Cricket Operations Director
Job category:	Full time employee
Date released:	14 November
Closing date:	6 December

USA CRICKET:

USA Cricket was established in 2017 to act as the national governing body for the sport of cricket in the United States, and is recognized as an Associate Member of the ICC. It is a non-profit corporation incorporated pursuant to the laws of the state of Colorado, but it is now headquartered in the Bay Area, California. Its mission is to govern, regulate, develop, and promote the sport of cricket (including hardball, softball, disability cricket, and all other types of cricket) at all levels in the United States, and to enable United States cricketers to successfully compete in national and international competition.

Further information about USA Cricket can be found on the USA Cricket website at: www.usacricket.org.

JOB DESCRIPTION:

The Cricket Operations Manager will be responsible for providing support to the Cricket Operations Director and the rest of the organization across all aspects of domestic and international cricket operations, including in respect of the creation of an effective and efficient high-performance environment for the USA national and representative teams.

Core responsibilities include:

- **CRICKET OPERATIONS**

Primary responsibility for:



- Managing all administrative, logistical and operational aspects of all regional and national domestic tournaments for men and women (including suitable age groups for both boys and girls).
- Managing all administrative, logistical and operational aspects of all national team competitions, tours and tournaments, including home and away international series' and ICC events.
- Managing all selection processes and monitoring of preferred suppliers of required cricket related services, e.g. kit and equipment suppliers, hotels, airlines, medical services etc.
- Carrying out periodic reviews/audits/assessments of domestic participation records, clubs, leagues, competitions and cricketing facilities across the country.
- Managing a comprehensive domestic and international talent identification program.

Secondary responsibility for providing appropriate support to the Cricket Operations Director to assist in:

- Developing and overseeing the implementation of a domestic cricket structure and annual calendar in the USA that provides context, consistency and alignment and which falls under the jurisdiction of USA Cricket; and
- Developing and overseeing a nationwide set of rules, regulations, playing conditions and policies which sanctions and supports the domestic cricket structure in the USA.

- **HIGH PERFORMANCE**

Secondary responsibility for providing appropriate support to the Cricket Operations Director and the national team coaching and support staff to assist in:

- Managing the implementation of the elite cricketer pathway for men and women (including suitable age groups for both boys and girls) towards USA Cricket's national and representative teams.
- Managing the implementation of a strategic long-term High-Performance Program (HPP).
- Managing the implementation of an annual operational high-performance plan for the USA national and representative teams.
- Managing the provision of suitable support and resources to the USA national and representative teams that sustain a world-class high-performance culture.
- Managing progress made against Individual Performance Plans (IPPs) by the USA national and representative team players and other identified groups of players.



- **OTHER**

Secondary responsibility for providing appropriate support and assistance, as required, to the Development Manager, as well as to other members of management, in the development and support of:

- Entry-level school and community programs.
- Social cricket programs, including in respect of indoor and/or tape-ball cricket.
- Umpire education programs, pathways and methods of delivery.
- Coach education, delivery and pathway.
- Volunteer programs and management.

QUALIFICATIONS:

Education:

- Educated to degree level, ideally with a specialty in Sport Management, Business Administration or a related degree.
- An advanced degree in Sport Management or a related management field would be advantageous.

Professional skills:

- Positive and enthusiastic attitude with a flexible, open-minded approach and a willingness to embrace new ideas.
- Ability to foster strong relations, communicate effectively and build effective working relationships with players, coaches and support staff.
- Ability to operate with professionalism and integrity in challenging situations.
- Exceptional planning, coordination and organizational skills.
- Self-motivated, with the ability to work independently or as part of a team.
- Ability to prepare and manage budgets, analyze financial records and prepare reports.

Knowledge and experience:

- Minimum 5 years' experience in sports administration at national or international level.
- Strong understanding of theoretical and practical cricket issues, including familiarity with the international cricketing landscape, ICC rules & regulations and the Laws of the Game.
- Significant cricket playing experience and/or cricket coaching qualifications would be advantageous.
- Experience of working with elite players, coaches and technical staff would be advantageous.
- Experience within the field of high performance at national or international level would be advantageous.

Cricket Operations Manager: apply by 6 December 2019



- Strong understanding of the challenges facing Associate Member cricket and/or the development of cricket in the United States would be advantageous.

APPLICATION PROCESS:

Interested and qualified candidates should submit a full CV (of no more than six pages) with a cover letter (of no more than two pages) explaining their motivation in applying for the job and highlighting their relevant skills and experience. Please send all applications to the following e-mail address: HR@usacricket.org, under the subject title: **Application – Cricket Operations Manager**.

The closing date for all applications will be 5pm PT on Friday 6 December.