



## ACA INTERNSHIP PROGRAM

The Australian Cricketers' Association (ACA) is advertising 13 ten-week internship positions for ACA members looking to develop their career. Please note that the ACA will only be progressing with five positions, which will be based on the quality of the role and the quality of applications. This means that this role is not guaranteed to come to fruition. Maximum one opportunity per state will be successful.

The internships are paid sport administration internships available to ACA members strictly. This program has been made possible through funds donated by the current players, and through partnerships with state cricket organisations nationally.

A full position description for this year's potential opportunity is listed below.

For more information, you can call Denita Preston at Infront Sports Consulting on 1300 338 546, or to apply, please go to: <https://auscricket.com.au/2022-internship-opportunities>

Applications close at 11:59pm on Wednesday 30th March 2022.

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# Job Description

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## CNSW Foundation Project Support Internship

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Updated: January 2022

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**CRICKET NSW**

CNSW Foundation Project Support	
Position Details	
<b>Department:</b> Customer Experience <b>Reports to:</b> Cricket NSW Foundation Projects Manager/Head of the CNSW Foundation <b>Contract Terms:</b> 300 hours, from June - August 2022	<b>Positions Reporting to this Position:</b> Nil <b>Location:</b> Sydney Olympic Park, NSW

### Primary Purpose of the Position

The primary purpose of the CNSW Foundation Project Support is to support the Cricket NSW Foundation Projects Manager/Head of the CNSW Foundation and help deliver the CNSW Foundation projects over the course of the season.

### Organisation Environment

Our vision is to be New South Wales' most loved and successful sport and be regarded as a world class organisation.

As a purpose and people led organisation, **CNSW aims to inspire everyone to play and love cricket**. To deliver on our new strategy in 2021, we are taking a collaborative, customer centric approach to our organisational structure, bringing new teams together and creating exciting opportunities to achieve our purpose.

### Key Responsibilities

Reporting to Cricket NSW Foundation Projects Manager/Head of the CNSW Foundation, the CNSW Foundation Project Support Intern is responsible for delivering outcomes through the various CNSW Foundation projects.

Key responsibilities include:

- Helping plan, coordinate and execute the Aboriginal and Torres Strait Islander T20 Cup alongside Cricket NSW Foundation Projects Manager
- Helping plan, coordinate and execute the HomeWorld Thunder Nation Cup
- Effectively communicate with participants of projects pre, during and post initiative
- Ensure quality of event is to a professional standard
- Ensure participant experience is to a high standard
- Work with Media and Communications team help tell the story of the initiative
- Work with Commercial department to deliver on contractual obligations

This role will require delivery elements which are based in Sydney Metro and potential Regional NSW activity as well.

### Key Challenges

- Prioritising workload and managing time.
- Bringing together participants from across the state
- Providing effective and timely communications to participants
- Effectively manage budget to deliver the initiative to a professional standard

- Ensure a connection to culture is upheld and championed throughout the initiatives

### Key Working Relationships

#### Internal

- Cricket NSW Foundation Projects Manager
- NSWCUSA
- Partnerships Manager
- Match Experience Specialists
- Cricket Operations
- High Performance
- Media and Communications

#### External

- Local AECG
- Players
- Local Aboriginal and Torres Strait Islander organisations

### Key Tasks

The Key Tasks that the CNSW Foundation Project Support will be responsible for are;

- Logistics for the Aboriginal and Torres Strait Islander T20 Cup including transport for players to Albury
- Work with existing internal working group on delivery of the Aboriginal and Torres Strait Islander T20 Cup
- Planning and execution of HomeWorld Thunder Nation Cup, including nomination process, trials and community gala days, Semi-Finals/Finals.
- Coordinate accommodation for players from outside Metro Sydney working with Liljana
- Communicate with participants in the lead up, during and post events via email, phone and in person
- Ensure Umpires and Scorers are used for events, including Live Scoring opportunities
- Ensure participant experience is to a high standard
- Deliver events to a professional standard
- Supporting BBL aligned initiatives such as, Season of Giving; collection and donations
- Reinvigorating the school based program; Thunder Leadership Program
  - Report, lodge and record all player appearances in Vlast (CRM system)

### Australian Cricket Values

**Our values help us to deliver on our purpose of inspiring everyone to love & play cricket**

# HOW WE PLAY



## RELATIONSHIPS

We are open, friendly, and easy to work with.  
We make sure we stay connected  
and add value to what matters in our  
colleagues' and customers' lives.  
We seek to understand.



## EXCELLENCE

We always look for ways to get better.  
We deliver extraordinary experiences.



## IMAGINATION

We can do things we haven't done before,  
to create amazing experiences.  
We create bold new ideas.  
We break new ground.  
We ignite brilliant possibilities.



## HUMILITY

We act for the good of the team.  
We stay coachable.  
We help each other thrive.

## Child Protection

It is your duty to comply with NSW Child Safety Standards which are designed to protect the welfare of children involved in the sport of cricket. As part of your duty, you must recognise that children need special care and attention that you will provide as you will be committed to protecting and prioritising the safety of children.

## Governance

It is your duty to comply with Cricket NSW policies and procedures which set out governance standards and manage risks for our organisation. You are responsible for being aware of and complying with the policies and procedures.

## Duties under Work Health and Safety Requirements

We are committed to protecting the health, safety & wellbeing of those that work with us. Your duties are to:

- Comply with all Cricket NSW policies, procedures and relevant legislation
- Comply with all reasonable instructions from managers in relation to health and safety
- Take reasonable care of your own health and safety
- Ensure your actions or omissions do not adversely affect the health and safety of other persons
- Report any hazards, near misses and incidents to your manager and complete the required formal report mechanism
- Complete relevant health and safety training.

## Acknowledgement

The list of key responsibilities and key results areas herein are not intended to be all inclusive and may include additional responsibilities as required and assigned.