



ACA INTERNSHIP PROGRAM

The Australian Cricketers' Association (ACA), in partnership with SACA, is advertising a ten-week internship position for ACA members looking to develop their career.

The internship is a paid sport administration internship 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 Ryan Higgins or Erin Devlin at Infront Sports Consulting on 1300 338 546, or to apply, please go to:

<http://www.auscricket.com.au/aca-internship-program>

Applications close at 11:59pm on Friday 7th May 2021.



South Australian Cricket Association Job Description

Position:	ACA Internship Program – Participation Officer
Department:	Community Cricket
Manager:	Reports to a Cricket Manager
Direct Reports:	None
Role Purpose:	To promote cricket and drive the delivery of entry level and school based programs within identified priority schools. The role will aim to increase sustainable participation in schools and transition children from school to club and/or indoor cricket programs.
Document Review Date:	19 February 2021

Strategic Plan Links to this position

No. 1 for Participants and Volunteers - We will transform junior cricket to be the number 1 sport for children in Australia

Key Responsibilities

- Create and leverage relationships with identified priority schools and teachers
- Identify participation activities within these schools for girls and boys and link these activities with Woolworths Cricket Blast and/or junior club/indoor cricket opportunities
- Provide support to teachers and/or casual resources involved in the delivery of national school programs including Woolworths Cricket Blast Health and PE, Sporting Schools, Woolworths Cricket Blast School Cup and Mascots Challenge
- Provide support to teachers and/or casual staff involved in the delivery of state based school programs such as Indoor 4's
- Ensure the delivery of entry level programs provide a quality and fun participant experience
- Undertake a range of administrative tasks as required by the Cricket Manager or Area Manager
- Other:
 - Demonstrate a team based approach to achieving the best outcomes for SACA in accordance with SACA's How We Play Behaviours
 - Ensure compliance with contractual obligations including MOU and department specific contractual arrangements

Key Stakeholders

- Schools
- Teachers
- Indoor cricket centre staff/management
- Cricket Manager
- Area Cricket Manager
- Community Cricket and SACA Inclusion staff
- Cricket Australia Staff

Child Protection

It is your duty to comply with Australian Cricket's Looking After Our Kids for Australian Cricket Personnel and Australian Cricket's Commitment Statement to Safeguarding Children and Young People, designed to ensure the safeguarding of children and young people involved in the sport of cricket. As part of your duty, you must recognise that children and young people require special care and attention in order to feel safe and you will be committed to protecting and prioritising the safety of children and young people involved in [State or Territory/CA's] programs and services.

Governance

It is your duty to comply with SACA 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 Workplace Health and Safety Requirements

It's your duty to comply with SACA policies and procedures which are designed to protect your health and safety at work. As part of this duty, you must comply with all reasonable instructions from managers in relation to health and safety issues at work. This means participating in workplace health and safety training and consultation, cooperating with the [State or Territory] as required ensuring compliance with the law and reporting any incidents, hazards and near misses.



Key Position Requirements

Technical Knowledge & Skills

- An understanding of growing sustainable cricket participation in schools
- High level organisational skills to manage the logistics associated with the roll out of programs

Leadership Skills

- The stature and maturity to gain the respect of, and ability to influence, key stakeholders
- Ability to use/learn to use theCROWD & MyCricket to input and track participation data

Communication Skills

- The written, verbal and presentation skills to be able to liaise, engage and manage stakeholder relationships at all levels

Financial Skills

- Capacity to manage within overall agreed financial parameters

Personal Style

- The capacity to instil a culture that is inclusive and supportive and embraces hard work and effort whilst also providing the opportunity for fun and camaraderie

- **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.

Document Date – April 2021