

# Position Description

<b>Position:</b>	Indoor 4's Program Deliverer
<b>Department:</b>	Game & Market Development
<b>Manager:</b>	Indoor Cricket Manager
<b>Direct Reports:</b>	Indoor Cricket Officer
<b>Role Purpose:</b>	Indoor 4's is a new introductory, modified format of traditional Indoor Cricket developed in conjunction with VicHealth's Innovation Challenge: Sport as a means of engaging junior participants into the game. Three teams of four players each play at any one time in a match that lasts under 60 minutes. This role will be responsible for conducting the delivery of Indoor 4's Programs at Indoor Centres across Victoria.
<b>Date Created/Reviewed:</b>	January 2018

## Key Responsibilities

- Assist with pre-program planning and administration tasks including: fixture development, communication with teams and liaising with host centre manager
- Work with local RCMs/CDOs and Indoor Cricket Officer regarding recruitment of participants
- Initial set-up and pack up of each program and session
- Deliver sessions in a professional and positive manner

## Key Stakeholders

- Cricket Victoria Indoor Cricket Officer
- Cricket Victoria Indoor Cricket Manager
- Indoor Cricket Centre Managers

## Key Position Requirements

### Essential

- Current Working with Children Check
- Completed Introduction to Cricket Online Course (Level 0)
- Current Australian driver's license and a reliable car
- A basic understanding of Indoor Cricket rules
- Ability to remain flexible and adaptable to change within project delivery
- Good time management skills

### Desirable

- Completed Community Cricket Coach Accreditation
- Familiarity with MyCricket and PlayCricket websites
- Commitment to providing a fun and inclusive experience for all participants
- Ability to focus on engagement of individuals over the specific skills required to play Indoor Cricket
- First Aid Certificate

## Australian Cricket Values

- **Accountability**
  - I will do what I say I will do and take responsibility for my actions
  - I will set agreed goals against which success is measured
  - I will treat each individual as if they were my only customer

- **Excellence**
  - I will strive to be outstanding and surpass the highest standards of performance
  - I will be the best I can be by seeking continuous improvement
  - I will be brave, bold and innovative
- **Honesty and Trust**
  - I will be ethical, sincere and open in relationships
  - I will genuinely listen, respect and support others
  - I will be reliable and consistent
- **Teamwork**
  - I will focus on 'we' and 'us' rather than 'I' and 'me'
  - I will value diversity and embrace individual differences
  - I will collaborate to achieve our shared vision and goals

## Governance

Cricket Victoria is committed to managing risk in accordance with the processes established under its Risk Management Framework. To deliver on this commitment, you are required to be responsible and accountable for managing risk in so far as is reasonably practicable within your area of responsibility.

## Duties Under Workplace Health and Safety Requirements

It's your duty to comply with Cricket Victoria's 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 or WHS representatives in relation to health and safety issues at work. This means participating in workplace health and safety training and consultation, cooperating with Cricket Victoria as required to ensure compliance with the law, and reporting any incidents/near misses.

## Child Protection

It is your duty to comply with Cricket Victoria's 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.

## Acknowledgement

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