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**BOARD MEMBERS**

**SUFFOLK CRICKET LIMITED**

**CANDIDATE BRIEFING and RECRUITMENT PACK**

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**About Suffolk Cricket Limited**

Suffolk Cricket Limited (SCL) is one of 39 County Cricket Boards, across England and Wales. Its primary funder is the England & Wales Cricket Board (ECB), which has committed to another 5 years (2020 – 2024 inclusively) of funding through the latest strategy, entitled “Inspiring Generations”. Working with the ECB, SCL have developed a County Partnership Agreement (CPA) Plan, which strategically shows the priorities and organisations that SCL will engage with over this period. One of the key principles is to connect with communities and inspire future generations to say “cricket is a game for all”.

SCL the result of a recent merger between Suffolk Cricket Board Limited and Suffolk County Cricket Club.

All cricketing activity in Suffolk is now administered by SCL which delegates the running of men’s and women’s county teams to a County Cricket Committee. The SCL Board is responsible for:

* Helping ensure cricket is a game for everyone
* Delivering ECB National programmes locally (e.g. All Stars Cricket, Dynamos, Ladies Softball)
* Facilities projects (e.g. new clubhouse, cricket nets, improvements to existing facilities)
* Overseeing and managing grant funding
* Supporting clubs, players, volunteers, leagues and Associations (e.g. Grounds, Umpires & Scorers, Coaches)
* Chance to Shine – a charity that provides funding for coaches to work in primary & secondary schools
* Developing disability, urban and women & girls’ cricket
* Retaining and increasing the number of players and volunteers in the game

SCL will need the support of key partners to help achieve our objectives. These include ECB, Chance to Shine, Active Suffolk, Suffolk Community Foundation, Suffolk County Council, Ipswich Borough Council, Local Authorities, Schools and local businesses.

We see cricket as not only a game that people of all abilities, sexes and ages can play, but also one that provides many volunteering opportunities (e.g. Grounds, Social, Fundraising, Coaching, IT, Finance, DIY, Catering, Scoring, Umpiring etc).

Whether it’s playing or simply being involved, we believe cricket can have a positive impact on people’s health and wellbeing.

**The Opportunity**

With the CPA now a reality, we’re looking for people to join the Board to support our executive in bringing the plan to fruition over the next three years.

Board Members support SCL by utilising their professional expertise and strategic insight to question, challenge, support and advise the Executive. In doing so, Board Members ensure that the organisation operates efficiently and effectively to achieve its priorities and ensures long-term sustainability into the future.

The opportunity to join the SCL Board is an opportunity to support recreational cricket in the region, working as part of the core governance function of the SCL and striving to strengthen the message that Cricket is a Game for All. Board Members contribute across a wide range of topics and, although each individual brings a specific skill set to the Board, contributions are welcomed from all Members and inclusive, collegiate dialogue is crucial to the successful running of the organisation.

Cricket is a game for all, and Suffolk Cricket offers cricket to a diverse range of communities. One of our core objectives is to *provide an inclusive environment which allows the game to be accessed and enjoyed by all in whatever capacity*, and our commitment to this objective encompasses the importance of our Board being generally reflective of the Suffolk community and representative of a broad range of perspectives and experiences. Suffolk Cricket has a strong commitment to the use of employment procedures and practices which do not discriminate on grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity. We encourage and welcome applications from all, regardless of background and are particularly interested to hear from those currently under-represented in the sports sector.

In relation to the current skills makeup of the Board, we would particularly welcome candidates with experience from the financial sectors, although any candidate with relevant skills will be considered for the position.

Key skill sets are outlined in the accompanying information. Whilst not essential, it would also be preferable for candidates

**Role Overview**

The successful applicant will support, develop and challenge our financial activities in order to help sustain and grow all aspects of cricket in Suffolk.

Although the successful applicant will be the Finance Board Lead, the majority of the day to day work will be carried out by salaried employees. The commitment, therefore, is circa 2 – 5 hours per month. The commitment is flexible and can be performed from home; Suffolk Cricket will be pleased to support with any caring commitments impacted by the role as required.

***We particularly welcome applications from minoritised and under-represented groups – at SCL this applies particularly to women, disabled people and those from BAME backgrounds.***

**General responsibilities:**

* Attend 4 Board meetings and a maximum of 2 others per year
* Actively engage with Board activities
* Contribute to Suffolk Cricket’s strategy
* Help ensure Suffolk Cricket is ‘fit for purpose’
* Monitor financial performance against agreed budget
* Generally support the work of Suffolk Cricket, in particular the Board, Chairperson and staff

**Specific responsibilities**:

* Act as Board lead on Finance
* Support annual budget setting
* Review financial practices and offer recommendations
* Prepare for Board meetings as required
* Request and co-present (with Operations Manager) finance reports at Board meetings

**Person Specification:**

* Experienced financial background
* Excellent communication skills at all levels
* Enquiring mind

All Board member positions are voluntary, however relevant expenses e.g., travel costs, will be payable where applicable.

**Term:**

* 3 years.
* Members of the Board may serve for two consecutive terms of three years.

**Board meetings:**

Monday 13th June 2022

**Applications**

Candidates are asked to send in a short CV and covering letter giving an indication of how their experience matches the requirements of the role to Rob Jones, Cricket Operations Manager, at ([rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org)). If you would prefer to submit an application via post, please contact Rob to obtain postal address details. Applications should be submitted by **Monday 25th April 2022.**

Invitations to join the Board will be made by the Chairperson on the advice of a recruitment panel comprising the Chair and Board Members. Candidates will be required to attend an interview with the panel to discuss their application and answer questions.

We particularly welcome applications from women, disabled people and the minority ethnic community, as these groups are under-represented throughout recreational cricket.

For further information or to chat informally about the role, please contact either:

* Nick Shrubshall (Suffolk Cricket Board Chair) [nshrubshall@suffolkcricket.org](mailto:nshrubshall@suffolkcricket.org) or 07842 952078
* Rob Jones (Cricket Operations Manager) [rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org) or 07738 199152

If you require this document in an alternative format, please contact:

Rob Jones (Cricket Operations Manager) [rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org) or 07738 199152

Additional information on Suffolk Cricket is available at: [www.suffolkcricket.org](http://www.suffolkcricket.org)

**Suffolk Cricket Board**

The Suffolk Cricket Board is constituted and currently has five members, plus the Cricket Operations Manager.

Board members are also “leads” on respective areas of the business and it is likely that we’ll have further vacancies coming up during the year. Therefore if you conclude this particular role is not for you or on this occasion are not successful, please confirm if your contact details could be retained (until 31/12/22) in order to promote these roles when they go out to advert.

**Role of the Board**

The Board fulfils a number of functions, but its primary role is to provide strategic direction and leadership for Suffolk Cricket. Other functions include but are not limited to:

* + Defining and ensuring compliance with the vision, aims, objectives and policies of Suffolk Cricket as set out in its County Partnership Agreement (CPA);
  + Establishing policies and plans to achieve those stated objectives;
  + Approving each year's accounts prior to publication and approve each year’s budget;
  + Establishing and overseeing a framework of delegation and systems of control;
  + Agreeing policies on all matters that create significant financial risk to Suffolk Cricket or which affect material issues of principle;
  + Monitoring Suffolk Cricket's performance in relation to plans, policies, budget, controls and decisions;
  + Satisfying itself that Suffolk Cricket's affairs are conducted in accordance with generally accepted standards of performance and propriety.