



Manager - Cricket Derbyshire Foundation
(Registered Charity no. 1155801)

The Cricket Derbyshire Foundation (CDF) is a UK registered charity affiliated with Derbyshire County Cricket Club and Derbyshire Cricket Board. The CDF aims to use the power of sport to educate, motivate and inspire children, young people and adults living in Derbyshire whatever their age, gender, religion or ability, making a lasting and positive impact on individuals' lives.

The CDF currently delivers a wide of range cricket-based education and community projects under six pillars of activity; sport, health, education, heritage, social inclusion, arts & culture.

Since its creation in 2013, the CDF has delivered programmes in the community worth more than £200,000. Its outcomes have been recognized by the ECB Community Award at the ECB Business of Cricket Award and grants have been received from a variety of organization including Sport England, Tudor Trust, Heart Research UK and Heritage Lottery Fund.

The Trustees of the Cricket Derbyshire Foundation (CDF) are seeking to appoint a dynamic and highly-motivated Manager to further develop the charity's range of projects and activities. This key role is broad and very rewarding with the opportunity to enhance current project delivery and develop new and innovative positive lifestyle initiatives.

Key Objectives

The CDF Manager will work with the Board of Trustees to support the next phase of growth of the CDF. Your key objectives will be:

Governance

- Work with the CDF Treasurer to ensure the CDF acts in full compliance with Trustee, Companies House and Charities Commission practice and procedures

Strategic Planning

- Work with the CDF Trustees to:
 - Review, develop and implement the CDF strategic business plan, budget and key initiatives
 - Develop a funding plan to deliver key CDF outcomes and financial objectives

Fundraising

- Work with DCB and CDF's partners to secure restricted and unrestricted public sector grant and private sector funding by:
 - Registering CDF on tender sites and submitting tender proposals to secure delivery contracts.
 - Working with Grant Officers to preparing grant applications to trusts, foundations, corporations and individual donors.
 - Executing targeted funding requests to trusts, foundations, corporations and individual donors.
- Work with Commercial Director of DCCC to grow relationships with corporate sponsors to generate unrestricted income and act as an ambassador for the CDF by developing partnerships and networks across Derbyshire
- Lead, plan, develop and implement 2-3 annual fundraising events including the Walkathon and Question of Sport Quiz to raise unrestricted funds for CDF; this will include managing all communication, volunteers, fund-raising, corporate partnerships and ticket sales in partnership with DCCC and DCB.

Project Delivery & Monitoring

- Ensure the successful delivery of projects utilising the profile and resource of our key partner organisations, Derbyshire County Cricket Club and Derbyshire Cricket Board
- Ensure all project reports and monitoring criteria are met in a timely manner in line with funding guidelines and relevant terms and conditions

Stakeholder Management

- Work with DCB and DCCC Media and Marketing Manager acting as the CDF representative in building profile and positive awareness of CDF in local and national media
- Manage key stakeholder relationships with Boards and executive teams in DCCC, DCB, Derby City Council, Derbyshire County Council, national and local funding organizations and other key delivery partners.

Qualifications, Skills & Experience

- Educated to degree-level or equivalent
- Ideally with 1-3 years' work experience but the key is to be able to demonstrate delivery of results and projects on time and on-budget and with minimal level of supervision.
- Able to develop positive working relationships and create a positive image for CDF
- Well-developed ability to proactively lead, develop and manage relationships with individuals and organisations - both internally and externally to achieve objectives through these relationships
- Excellent communication skills to deliver CDF vision to a range of audiences in a clear, inspiring and confident way.
- Ability to plan and monitor projects/events/initiatives to agreed deadlines
- Proven ability of demonstrating initiative and creativity to achieve desired outcomes
- Well-developed ability to successfully negotiate to achieve desired outcomes

What do you get in return?

- Competitive Salary in the range £20,000-£22,000 + Bonus
- Statutory pension
- Two complimentary Derbyshire CCC season tickets
- Free on-site parking
- Discounted Derbyshire CCC merchandise

Place of Work:

The role will be based at the CDF headquarters at 3aaa County Ground, Derby. It may also involve attending meetings around the county of Derbyshire and further afield.

To apply, please send your CV and a one-page covering letter detailing your experience and suitability for the role.

Applications should be sent to jobs@derbyshireccc.com

Closing date for applications Monday 2 July 2018