

## ERSKINE STEWART'S MELVILLE SCHOOLS'



### CRICKET PROFESSIONAL

Stewart's Melville College are recruiting for a Cricket Professional. The people that work for us are passionate, pioneering and strive for excellence in everything they do. We value the incredible contributions they make to school life, we invest in their careers and we support their ambitions so that they flourish professionally and personally.

This is a permanent, term time position available from 23 August 2021. The postholder will be paid in the range of £15 to £20 per hour, dependent upon qualifications and experience, and will be required to complete a timesheet for hours worked. A degree of flexibility is required in this role however we anticipate that the postholder will be contracted for 7.5 hours per week during the winter term (September to March), and 18 hours per week during the summer term (April to July).

**The closing date for applications is 12pm on Monday 10 May 2021. We anticipate interviews will be held in the week commencing 17 May 2021.**

<b>THE POST</b>	Cricket Professional
<b>BASIC FUNCTION</b>	The Cricket Professional will support the Head of Cricket, and in turn the school's cricket programme, in continuing to develop players across all ability ranges from P5 to 1st XI. They will also be required to lead a year group cricket team and provide administrative support across all areas of the programme.
<b>ACCOUNTABILITY</b>	The Cricket Professional reports to the Head of Cricket and the Head of Physical Education and Sport at Stewart's Melville College.
<b>AUTHORITY</b>	The Cricket Professional will have authority as delegated by The Head of Cricket.
<b>RELATIONSHIPS</b>	The Cricket Professional will work closely with the Head of Cricket, the Head of Junior and Senior School Sport and other promoted staff.

## RESPONSIBILITIES

### Coaching

- Coach a Senior team during the Summer term (assisting the Head of Cricket with 1st XI when team is not playing)
- Support Head of Cricket in the running of the off-season programme (September to March)
- Attend all Junior/Senior Games Days in the summer term
- Coach/umpire a team for Saturday Fixtures
- Cover mid-week matches for staff who are away on trips/camps
- Set up practices/nets for games days in advance for pupils and staff arrival

### Maintenance

- Responsibility for the maintenance and storage of cricket equipment
- Organise the cricket store cupboard (team kit bags and coaching equipment, etc.)
- Maintain adequate levels of stock for all specialist equipment (pads, gloves, helmets, bats, etc.).

### Training and Development

- Conduct 1:1 or small group sessions during the summer term
- Attend and support the 1st XI cricket festival in June
- Attend and deliver pre-Season (outdoor) training in April
- Deliver indoor training sessions throughout the off season (September to March)
- Conduct and deliver video analysis for technical development

### Other

- May be required to attend national or international pre-session trips or training camps
- Administrative support as and when required
- On occasion, may be required to drive the ESMS minibus to training sessions or fixtures.

## REQUIRED SKILLS

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Previous coaching experience</li></ul>	<ul style="list-style-type: none"><li>• Previous experience of coaching in schools, regional or national age group level</li></ul>
<b>Skills/ Abilities/ Qualifications</b>	<ul style="list-style-type: none"><li>• ECB Level 2 qualified</li><li>• Proficient in the full Microsoft Office package, specifically Word and Excel</li></ul>	<ul style="list-style-type: none"><li>• ECB Level 3 qualified (or currently working towards)</li></ul>

	<ul style="list-style-type: none"> <li>• Ability to multi-task and prioritise own workload with good attention to detail</li> <li>• Independent, self-motivated and organised, with an ability to work as part of a team</li> </ul>	
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills (orally and in writing) and interpersonal skills</li> <li>• High professional and personal standards</li> <li>• Commitment to continuous professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Full, clean driving licence</li> </ul>

## REMUNERATION AND OTHER CONSIDERATIONS

As an equal opportunities employer, ESMS is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership. We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join ESMS.

### **The Post**

This is a permanent position available from 23 August 2021.

### **Hours of Work**

A degree of flexibility will be required however we anticipate that the postholder will be contracted for 7.5 hours per week in the winter term (September to March), and 18 hours per week in the summer term (April to July). The postholder will be required to attend games and fixtures (at home and away) on Saturday mornings.

### **Holidays**

This is a term-time only post, which takes into account a pro-rated entitlement to annual leave and statutory holidays to be paid as part of the monthly salary payment. No annual leave may be taken during term time.

### **Salary**

The successful candidate will be in the range of £15 to £20 per hours, dependent upon qualifications and experience. The

postholder will be required to complete a timesheet each week for hours worked. All salaries are reviewed on 1 April annually.

**Location**

The post holder will be based on the Stewart's Melville College site at Queensferry Road during the winter term (September to March). During the summer term (April to July) the postholder will be based at our Inverleith playing fields.

**Eligibility**

ESMS is unable to sponsor the employment of international workers in this role. International applicants will therefore be unable to apply for and secure a Skilled Worker visa. The successful candidate will only be able to take up this role if they can demonstrate an alternative right to work in the UK.

**Pension**

The successful candidate will be enrolled automatically into the Merchant Company Stakeholder Pension Scheme.

**Staff Benefits**

Staff are offered a range of benefits including: free school lunch during term time, use of the schools' swimming pool and fitness room outside school hours and membership of the ESMS Discount and Benefits Scheme, including a range of discounts at 130,000 retail and entertainment locations. Staff with children at the Erskine Stewart's Melville Schools are entitled to a tuition fee discount of 50% from Nursery to Sixth Form.

ESMS reserves the right to withdraw this position at any time.

**APPLICATION PROCEDURE**

Applicants must complete the Support Staff application form and Equal Opportunities Monitoring form to be considered for this position. Please note CVs and cover letters will not be accepted. Please submit both forms to [recruitment@esms.org.uk](mailto:recruitment@esms.org.uk) before the closing date.

Any enquiries about this position should be directed to Jenny Mallinson, HR Advisor, at [recruitment@esms.org.uk](mailto:recruitment@esms.org.uk) or by phone on 0131 347 5891.

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