



Job title: Emerging Player Program (EEP) & Pathway Administration Lead

Location: Sophia Gardens, Cardiff

Due to the nature of the role, the post holder will be required to travel to other venues

Hours: 37.5 hours per week – due to the nature of the role, the post holder will carry out their duties at such times/days which are most effective to perform the tasks required. This will include evenings, weekends and Bank Holidays. The EEP program is based across Wales, and travel to regional hubs will be essential.

Salary: £28,00-35,000 per annum

Contract Term: 2 Years

Start date: September 2025

Job Summary

Glamorgan's pathway cricket is undergoing significant development with the introduction of a new Emerging Player Program for boys and girls aged 10-12 years old before engagement with the county age group squads. This role will be required to plan and deliver the whole EEP program, and also provide administrative support to the boys' and girls' pathways throughout the club.

This role will be responsible for the EEP program and administrative support of the pathway, in line with the Glamorgan CCC strategy and ensuring compliance with all ECB standards.

Strategy

- The Club's vision is to 'Make Wales Proud'
- The current club values are 'Team, Respect and Hwyl'

Nature and Scope of Role

The EEP lead is an exciting role which will be pivotal in shaping the first entry point into pathway cricket at Glamorgan for boys and girls throughout Wales. The role requires the recruitment of players from the ages of 10-12 years old and all backgrounds with little to no experience of playing cricket previously. The role is responsible for the complete organisation of the program, its design, delivery, the recruitment of casual staff and the transition of those players into the CAG pathway if appropriate. The role will also be responsible for the administration of the boys' and girls' pathways.

Key Working Relationships

- Glamorgan CCC Director of Cricket
- Glamorgan CC Head of Talent Development
- Glamorgan CCC Head of Women and Girls Cricket
- Glamorgan CCC Coaches and staff
- Glamorgan CCC Pathway players and parents/guardians
- ECB
- Cricket Wales
- Recreational Cricket Clubs

Responsibilities

Key Responsibilities:

- Develop, manage and oversee the implementation of the EEP program for boys and girls.
- Oversee the recruitment and development of all players into the Glamorgan EEP.
- Be responsible for booking winter and summer training and playing EEP venues.
- Recruit and manage casual coaches to help deliver the EEP program across Wales.
- Be able to carry out hands-on delivery of coaching sessions in EEP centres across Wales when possible.
- Ensure the delivery of the Glamorgan EEP is aligned with the ECB and Glamorgan Talent Development Framework to provide a joined-up, game-wide approach to talent development.
- Ensure that EEP players are inspired, challenged and engaged in a year-round program to maximise development.
- Ensure the integration of effective and appropriate athletic development for all EEP players.
- To manage the annual fixture schedules for all Glamorgan pathway teams, including the confirmation of venues and associated logistics with the host venues, opposition and ECB.

- To manage all logistics for all Glamorgan pathway teams for their domestic cricket programmes to include pre-season, transport, travel, expenses and accommodation.
- Implement an aligned transformational Pathway strategy, including a Tier 1 Women and Girls Academy
- Contribute to the development of a talent identification and recruitment strategy for Glamorgan CCC, which aims to ensure programs are accessible, broaden the player pool and drive diversity and inclusion.
- To manage the procurement and distribution of kits where appropriate throughout the pathway.
- Ensure players develop through relevant and outstanding learning and development experiences.
- Keep up to date with best practice and expertise across the fields of talent development and attend ECB CPD events and meetings to support the drive for a world-leading player pathway.
- Demonstrate a strong commitment to equality, diversity and inclusion behaviours with fair decision making and working practices
- Ensure compliance with all Glamorgan policies, including Health and Safety and HR
- Show a strong commitment to the safety and welfare of children and ensure that the ECB Safe Hands and Safeguarding policies are embedded and always monitored.

Other

- Any other duties as reasonably directed by the Head of Talent Development or Head of Women & Girls Cricket, consistent with the grading of the role.

Skills, Knowledge and Experience

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Relevant experience and expertise in delivering a development programme to young people. • Experience and proven track record of developing players and coaches, including talent identification 	<ul style="list-style-type: none"> • Coaching experience in pathway cricket
Knowledge	<ul style="list-style-type: none"> • High-level of cricket, and player development knowledge • ECB Level 2 coaching qualification • Demonstrable experience of successfully preparing and managing development programs. • Up-to-date First Aid and Safeguarding qualifications • A valid ECB DBS certificate • Right to work in the UK • Current Driving License 	<ul style="list-style-type: none"> • ECB Level 3 coaching qualification
Skills	<ul style="list-style-type: none"> • Effective administration and organisational skills • Able to motivate and inspire staff and players • Be able to create, manage, develop and implement individual development plans for all players • Desire to challenge yourself to keep improving the program, players and staff. • Ability to plan and organise effectively • Excellent leadership, communications, interpersonal and influencing skills • Ability to work effectively within a diverse team 	<ul style="list-style-type: none"> • Able to think strategically and deliver both long- and short-term objectives • Digital skills, including the use of social media channels

Qualities & Attitude	<ul style="list-style-type: none"> • A clear passion for changing lives and making a difference through sport. • Show a strong commitment to working towards EDI principles. • Outstanding levels of integrity, professionalism and leadership • Ability to perform under pressure, self-motivated • Resilience • Able to develop and maintain positive working relationships • Commitment to exceptional standards • Able to be innovative and think creatively 	<ul style="list-style-type: none"> • Able to adapt to change
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This job description is only a summary of the role as it currently exists and is not exhaustive or comprehensive. The responsibilities and accountabilities might differ from those outlined, and other duties, as assigned, might be part of the job.