



## Junior Cricket Delegate

The Junior Cricket Delegate is to oversee Club's Junior cricket competitions and ensure the Club provides a safe, friendly and fun environment.

*Responsible to:* Club Secretary

### DESIRED SKILLS

- Great with Junior participants
- People person
- Organised
- Inclusive
- Encouraging
- Welcoming

### KEY ROLES & RESPONSIBILITIES

- Oversee program registrations in collaboration with the Registrar and the Secretary
- Manage the recruitment of the Junior team managers and/or captains to assist in delivering the season
- Manage the team formation and communication at the start of the season
- Manage the Junior cricket related registration and competition aspects in PlayHQ.
- Communicate with the participants to organise training slots and share fixtures.
- Manage the captains and managers to ensure the program delivered is of high quality
- Communicate with participants, Cricket NSW and all involved.
- Recognise all volunteers who assist with the competition
- Ensure the competition has sufficient volunteers through coordinating any appropriate rosters
- Liaise with the Secretary for the club registration and competition-related matters.
- Organise necessary equipment by liaising with the Equipment Coordinator
- Organise necessary clothing merchandise distribution for Junior participants and volunteers by liaising with the Uniforms Coordinator.
- Assist the club secretary to prepare the AGM reports with Junior cricket-related information.