

# Job Description



**Title:** Japan Cricket Association High Performance Manager  
**Reports To:** Head of Cricket Operations  
**Job Type:** Permanent  
**Based:** Sano City

## ABOUT THE JAPAN CRICKET ASSOCIATION

The JCA is a forward-thinking international organisation that is looking to recruit ambitious people who want a job that is different from the normal career path in Japan. Our Head Office is based in Sano, Tochigi, with a second branch in Akishima, Tokyo and is looking to expand further.

## JCA MISSION AND VALUES

Our Mission Statement is: *“To enrich lives and broaden horizons by building bridges between people and communities within Japan as well as overseas.”*

### Our values are:

- Diversity: Creating a sport for all that enhances harmony in communities.
- Fair; The Spirit of Cricket: Teaching life lessons through cricket to both the young and old.
- Fun: Providing great experiences for everyone involved in cricket and celebrating success.
- Global; Connecting to the World: Celebrate our connections with different cultures.

## JCA STRATEGY (2018-2022)

*“In the next five years cricket will become a part of life for a whole new audience in Japan. Opportunities for all, provided by creating innovative new formats, will enable cricket to be recognised as accessible, fun and inclusive. As part of a global community cricket will inspire the biggest possible dreams for its future generations.”*

2020 is Year Three of our latest Five-Year Strategy and has six key pillars for taking the sport in the direction we wish it to:

- **National Teams:** Develop role models who can inspire the next generation of players & fans.
- **People:** Energising the cricket community into taking on the challenge of growing cricket.
- **PR:** Develop a fan base through stories & context that encourages dreams of future success.
- **Junior:** Target the 6-12 age group with Cricket Blast to create a constant flow of players.
- **Social:** Provide innovative opportunities for people to socialise through cricket.
- **Facilities:** Identifying hubs for cricket where opportunities to play & learn can be accessible.

## WHY WORK FOR THE JCA?

Our employees do not wear a suit to work every day, but instead are given clothing that will make them stand out in their profession. We do not spend all day behind a desk, staring at a computer, but out in the local area, meeting people and educating enthusiastic children and adults on the great sport of cricket.

As an organisation the JCA wants to help our employees develop in their roles. To do this they will be given regular on the job training and the opportunity to learn from a variety of people from different backgrounds. There are also overseas conferences and individual learning opportunities. We are a young company who provide individual mentoring to all our employees together with a fun and relaxed environment in which to work.

## **POSITION SUMMARY**

*The primary role of the High-Performance Manager is to develop National Teams and players that inspire the next generation of players and fans.*

The High-Performance Manager will have four key areas in which to focus on.

1. Develop, Run, and Monitor High Performance Programs for the Japanese National Squads (Men, Women & Academy/Under 19).
2. Providing Fee-For-Service coaching programs within the community to ensure are funds coming into the JCA via expert delivery.
3. Develop coaches within Japan, especially Japanese speakers.
4. Start new programs and initiatives such as a “Talent Transfer Player Program” where people from other sports are targeted to take up cricket and nurtured into a new environment.

The purpose of the National Teams is to inspire the next generation of players and fans. Thus, the focus of the role is to develop role model players as much as high performing ones. The successful candidate will also be required to generate income, utilising the high-performance resources, to ensure that the high-performance programs can be sustained and further developed.

Although the High-Performance Manager will report directly to the Head of Cricket Operations, the successful candidate will need to work with all staff members in the JCA office at certain times. As a member of the JCA Management team there will also be staff to manage, specifically everyone involved in JCA coaching roles at all levels.

The role will be primarily based in Sano with a focus on the Sano International Cricket Ground (SICG). There will be some requirement to work in “Cities of Cricket”; Akishima, Sammu, Kawasaki and Kaizuka.

## **REQUIRED SKILLS**

- Excellent understanding of the purpose and role of the National Teams within the JCA strategy and the ability to act as a role model for the players
- Business Level English (any Japanese language skills would also be beneficial)
- Cricket Australia / New Zealand Cricket Level Two Coaching Qualification / ECB, CSA Level Three.
- Excellent understanding of best practice in sport development and high-performance principles
- Ability to creatively work in restricted environments
- Excellent knowledge of Microsoft Office / Google Documents
- Excellent written and verbal communication skills
- Well presented, organised and punctual
- A positive, can-do approach to all projects and any challenges that may arise
- A clean and valid Japanese/International driving license
- Willingness to partake and contribute to discussions on strategy and development on all JCA programs and to maintain an awareness of all staff members roles and responsibilities.

## **KEY RESPONSIBILITIES**

- Managing National Squads / Player Development
  - Develop and lead the implementation of a High-Performance strategy for all National Squads 2020-2023 including contract management for all players
  - Oversee the education of all players as role models as well as anti-doping and integrity matters through workshops and seminars run by internal or external deliverers
  - Oversee the introduction of an athlete management system and regularly assess player progress as well as holding players to account

- Plan and deliver national camps and trials in preparation for key events and tournaments
- Fill the role of Head Selector for all three National Squads
- Fee For Service Coaching
  - Assist with coaching the JCA Junior Clubs
  - Offer specialist coaching opportunities to the cricket community utilising technology for individuals to improve their games
  - Run community programs that can bring people to the SICG and showcase the venue
- Coach Development
  - Lead the coach development and education process for Japan Cricket (accreditation, coach masterclasses, mentoring program)
  - Be the coach for one of the national squads and manage the coaches of the other squads.
  - Communicate regularly with registered coaches in Japan (information, education and events)
  - Oversee and develop a national coaching structure, utilising partnerships with Cricket Victoria, Marylebone Cricket Club and Cricket Without Borders plus any others which may be created
- Program Development & New Initiatives
  - Research, develop and lead the delivery of the Talent Transfer Player Program including the appointment and management of the TTPP figurehead and the development of the training program and talent camps held in various regions
  - Develop a plan with resourcing requirements and commence implementation for an Under 19 national women's team to be in place by 2022

#### **KEY RELATIONSHIPS**

- Internal:
- JCA Staff
  - All Regional Associations
  - Coaches and Volunteers
  - JCA Board of Directors
- External:
- Japan Cricket Community
  - ICC, Cricket Victoria and other partner organisations
  - Key Stakeholders in various Cities of Cricket
  - Programme participants and parents
  - Sponsors
  - Media outlets

#### **KEY PERFORMANCE INDICATORS**

- Number of fans of Cricket/National Teams in Japan
- Success of Japan National Teams and Players
- Number of coaches operating in Japan
- Generated Income
- Feedback from players and coaches
- Number of players in Japan