**Job Description**

**Title: Japan Cricket Association High Performance Manager**

**Reports To: Head of Cricket Operations**

**Job Type: Permanent**

**Based: Sano**

**ABOUT THE JAPAN CRICKET ASSOCIATION**

The JCA is a forward-thinking international organisation that is looking to recruit ambitious people who are passionate about sport and how it can contribute to society. 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.”*

Our current five-year strategy concludes at the end of 2022, so this year is vital in hitting our remaining targets and setting new goals for the next five years. Our six key pillars are:

* **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?**

We are an ambitious organisation that is committed to helping Japan achieve its potential as a cricketing nation. While there are many challenges that come with cricket in the emerging markets, there are also considerable rewards for those who buy into what we are trying to achieve and are able to match our commitment to growing the sport here.

The next five years will include two Asian Games events, with the 2026 edition being held in Japan, along with numerous ICC World Cup Qualification tournaments at Men, Women and Under 19 level, and East Asia Cups; all of which we believe our teams can be competitive in.

**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. Provide Fee-For-Service coaching programs within the community to generate funds.
3. Develop high performing coaches & umpires 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 focus of the role is to develop role model players as much as high performing ones, creating structures and systems which can stand the test of time. The successful candidate will also be required to generate income, utilising their expertise and our high-performance resources, to ensure that our 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 is primarily based in Sano at the Sano International Cricket Ground (SICG). There will be some requirement to work in “Cities of Cricket”; Akishima, Sammu, Kawasaki, Kaizuka and Watari.

**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**

* Coach & Umpire Development
  + Oversee the development of a new coaching infrastructure that can produce coaches who thrive in the Japan Cricket environment
  + Identify and develop a core group of reliable coaches who can be involved in National programs and have the potential to train others
  + Work with the JCA lead umpire to develop a panel of elite umpires
* Managing National Squads / Player Development
  + Develop and lead the implementation of a High-Performance strategy for all National Squads 2022-2026 including contract management and invoicing for all players
  + Plan and deliver national camps and trials in preparation for key events and tournaments
  + Oversee the education of all players as role models and advocates of cricket, as well as anti-doping and integrity matters through workshops and seminars.
  + Oversee the introduction of an athlete management system and regularly assess player progress as well as holding players to account
  + Fill the role of Head Selector for all three National Squads
  + Take charge of relevant teams at all tournaments
  + Manage/order all training & playing clothing plus training equipment as required
  + Develop your own support staff (assistant coaches, trainers, physios etc) and manage them accordingly (including agreeing contracts, providing clothing, and arranging payments)
  + Ensure players are contributing to the Japan Cricket ecosystem and track these contributions
* Fee For Service Coaching
  + Coach the Sano Braves Under 19 & Under 15 teams (Monday nights)
  + Coach the Sano Under 12 clubs (Wednesday & Thursday nights)
  + 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
* Program Development & New Initiatives
  + Research, develop and lead the delivery of the Talent Transfer Player Program including arranging talent camps held in various regions and managing the athletes uncovered
  + Develop a plan with resourcing requirements and commence implementation for an Under 19 national women’s team to be in place by 2023

**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 & umpires operating in Japan
* Generated Income
* Feedback from players and coaches
* Number of players in Japan
* Players advocating for cricket by fulfilling a set number of development contributions each year

**APPROVAL**

This list of responsibilities is not intended to be all-inclusive and may include additional responsibilities as required. Please sign as understanding and acceptance of the Position Description.

Employee Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_       Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Manager Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_             Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_