

Kent County Cricket Club Limited



Candidate Brief

Appointment of
Operations Director
April 2017

The information contained in this brief has been prepared for the exclusive use of persons evaluating this opportunity at Kent County Cricket Club.

Kent County Cricket Club Limited

Introduction

Founded in 1870, Kent County Cricket Club is an English county cricket club based in Canterbury. Kent has a long history in cricket; indeed the first recorded inter-county match took place in 1709 between Kent and Surrey.

The club has always been a dominant force in English cricket and in particular enjoyed two periods of extreme success: the first in the years before World War 1, when in the space of eight seasons were county champions four times, and the second in the 1970s when, during a golden period, 10 trophies were won.

The long-term plan seeks to maintain the traditions long associated with the club, and to uphold the reputation of Kent as one of the leading cricketing counties in the country. This goal in a moving world has required change and innovation. Reliance solely on a traditional approach was threatening the sustainable future of the club.

Exciting developments have seen considerable enhancements to the club's infrastructure at The Spitfire Ground, St Lawrence and The County Ground, Beckenham. This coupled with a much-improved commercial picture and exciting advances player development point to a positive future for Kent.

Every person involved in cricket in Kent wants to ensure that the rich heritage we have been handed is maintained, nurtured and enhanced by us. The strategies in place are focused to ensure that Kent is a dominant County in relation to on-field success. The necessary ingredients to achieve that are financial stability, talent development, good management and community engagement.

Kent Cricket is at a critical phase in its history. It is crucial that we must build on the achievements of the past, the recent progress and move forward to ensure that cricket in Kent not only continues to prosper but is a leader in all aspects of cricket.

The Club's Vision

"To be recognised as the best county cricket club. Operating a dynamic 'year round' business and producing winning teams, with a long term future at the heart of the English game."

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The Club's Objectives

- To promote and further the game of cricket at all levels within and beyond the County of Kent.
- To carry on the activity of County Cricket.
- To strengthen the bonds between the club and local communities in Kent and surrounding areas.
- To maintain and develop the County Grounds in Canterbury and Beckenham and other First Class Grounds, wherever appropriate.
- To be an active stakeholder and member of the England and Wales Cricket Board.
- To apply the profits of the club in furthering the objectives of the club.

The County Ground, Beckenham

In spring 2015 The County Ground, Beckenham reopened. The venue now offers a range of fantastic year round facilities. This includes indoor school, conference and banqueting facilities, 3G football pitches, tennis courts and basketball court. The expectation is that the ground will provide a first class base for all the club's needs in the north of the county.

The Spitfire Ground, St Lawrence

The Spitfire Ground, St Lawrence is one of the longest standing county cricket grounds in England. Whilst hugely attractive the ground had become outdated, relative to most other major cricket grounds. In order to offer the facilities to keep the home of Kent County Cricket in Canterbury, the time came to move forward.

Kent County Cricket Club embarked on the redevelopment of the ground with a mix of new facilities in 2010. This has created a vibrant atmosphere that underpins a year-round business. The ground development plans fell broadly into three categories: Creating a ground of which all stakeholders can be proud, establishing a year round business and selling surplus land for residential development to enable these projects.

Organisation and Governance

Kent Cricket is a members club. Kent Cricket has nearly 4,000 members from whom the General Committee of the club is elected. The General Committee drive the direction of the club, determine policy and develop strategy and are accountable to the membership.

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The Role

As the operations director you will lead a team to manage, and be accountable for all operational aspects of the club's activities. You will be a key member of the Senior Management team and will be expected to devise and implement a plan to ensure the profitable safe and effective management of the club's operations.

Key Responsibilities

- You will have the overall responsibility for the safe operation and effective functioning of the Club's match days, events, buildings and facilities at The Spitfire Ground, St Lawrence.
- You will be responsible for ensuring the club's facilities comply with the Health & Safety legislation, with support from the club's safety officer.
- You will oversee the set up and day-to-day management of all activity and events on grounds other than The Spitfire Ground, St Lawrence.
- You will take on the planning for the continued development and on-going maintenance of The Spitfire Ground, St Lawrence and The County Ground, Beckenham.
- You will manage and administer the work in the operational areas of the club and organise people and resources in order to ensure everything operates smoothly and effectively.
- You will lead a highly talented team capable of delivering a high standard of operational effectiveness, including groundsmanship and maintenance.
- You will manage the properties occupied by Kent Cricket tenants.
- You will be responsible for the ground set up on all match days and all outdoor events in liaison with the head groundsman, head of maintenance and match day safety officer
- You will play an active role in managing budgets for operational areas of the club and work with the finance director to ensure appropriate financial controls are in place.
- You will co-ordinate the development and maintenance of the club's record keeping – in particular in relation to employment records, health and safety policies, emergency procedures, and statutory compliance matters.
- You will form a strong, effective and open working relationship with the chief executive.

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Ideal Candidate

Suitable candidates will be driven by a desire to deliver high operational standards. They will be commercially aware, astute, well organised, with a demonstrable track record of delivering success. They will currently be successful in a senior management position. A knowledge, appreciation and understanding of the sports industry would be an advantage but is not essential.

Key Requirements

- They will be a results focused team leader, knowledgeable and widely respected, and with a proven track record of delivering operational results.
- They will be an organised operational thinker, not afraid to take responsibility and take the initiative to achieve goals.
- They will have sound judgment, with a track record of making the right decisions.
- They will be an energetic self-starter with motivation, commitment and enthusiasm. Someone who is not afraid of hard work and happy working at anti-social hours - due to the seasonal nature of the role.
- They will have the ability to work with all members of the whole organisation, from the tearoom to the boardroom.
- They will possess the ability to grasp the opportunities that may exist to contribute to the continued development of Kent Cricket.
- They will be a collaborative leader who develops excellent working relationships.

Knowledge and Experience

- Proven track record of leading operational aspects of an organisation.
- A background in operations within a consumer facing organisations preferred.
- Demonstrable track record of converting a vision and strategy into tangible operational targets to budget and time.
- Sound financial management experience, with responsibility for significant budgets.
- A full driving licence and good computer literacy.

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Remuneration

Excellent package.

Appointment Process

Kent County Cricket Club welcomes applications from a fully diverse range of candidates, regardless of age, gender, ethnicity, sexual orientation, faith or disability.

In order to apply, please send full curriculum vitae with relevant biographical details (including current remuneration) and a covering letter with a personal statement on your qualification for the role.

Candidates should also send names and contact details for two referees (referees will not be contacted until final interview stage).

Applications should be sent as follows:

By email: jamie.clifford.kent@ecb.co.uk

Post: Jamie Clifford
Chief Executive Officer
Kent County Cricket Club
The Spitfire Ground, St Lawrence
Old Dover Road
CANTERBURY
Kent CT1 3NZ

The deadline for receipt of applications is 9am Monday, 24th April 2017. Please mark all correspondence "Private and Confidential".

All applications will be acknowledged and will be put before a duly constituted Appointments Panel. You will be notified shortly after the above date if you have been selected for interview. Formal interviews will take place at The Spitfire Ground, St Lawrence, Canterbury.

Appointment will be subject to satisfactory references and medical clearance.

Prepared by Kent County Cricket Club, April 2017