

Role Description and Person Specification

Role title:	Women & Girls Engagement Officer
Salary:	£28,238, plus pension and benefits
Location:	National Cricket Academy, Edinburgh (hybrid working also available)
Reports to:	National Development Manager
Term:	Full time, permanent

Do you have the passion and drive to help grow the women's and girls' game in Scotland?

Cricket Scotland is seeking a dynamic and engaging **Women & Girls Engagement Officer** to support the delivery of our Women & Girls Action Plan and play a key role in inspiring more women and girls to discover, enjoy and stay involved in cricket.

Who are we?

Cricket Scotland is a membership organisation and the National Governing Body for cricket in Scotland. We are responsible for the development, promotion and governance of cricket across the country, overseeing cricket activities at all levels – from grassroots participation and domestic competitions to the development and selection of our girls', boys', women's and men's national teams.

Established in 1908 and based at the National Cricket Academy in Edinburgh, Cricket Scotland has been an Associate Member of the International Cricket Council since 1994.

Our 2024–2028 strategy, **Uniting People and Communities through Cricket**, sets out our vision for the future of the game and the actions we will take to achieve our strategic ambitions.

A central priority within our strategy is to **inspire more women and girls to get involved in cricket**, creating more opportunities to play, coach, officiate, volunteer and lead within the game. We are committed to growing and strengthening the women's and girls' game across Scotland, ensuring that cricket is welcoming, accessible and enjoyable for everyone.

Our strategy sets out a definitive vision and pathway for cricket in Scotland, with a particular focus on:

- Inspiring women and girls to play cricket
- Embedding a culture of equality
- Developing sustainable success on the pitch
- Cricket Scotland becoming a trusted and effective governing body

Why join us?

The ideal candidate will be an energetic and experienced individual who can deliver across a wide range of key priorities and objectives. They will be a champion for female cricket, resilient and persistent and able to build partnerships across a wide range of stakeholders. A sound understanding of barriers to women and girls participating in sport and physical activity is essential, as is a passion for getting women and girls active.

Our hybrid-working model offers variety in your place of work, with the chance to work from home on some days each week. Where possible, you will attend the office at the National Cricket Academy in Edinburgh or site visits in line with your role.

We are looking for candidates who can help cricket become more equal, inclusive and diverse and we welcome applications from all ages and backgrounds and are looking for candidates who can contribute diversity of representation and thinking to Cricket Scotland.

What is the role?

We are looking for a passionate and inspirational individual to grow women and girls' participation in cricket as players, supporters, volunteers, coaches, officials and administrators.

They will be able to generate interest and deliver engaging and positive cricket experiences for girls who have been inspired by, for example, the recent successes of the Scotland Women's Team, who will be playing in the upcoming ICC Women's T20 World Cup in England.

They will do this by delivering programmes and playing opportunities that support the growth of the club cricket pathway for women and girls, for those aiming to one day represent Scotland, as well as those interested in recreational cricket only.

Key Responsibilities

Programme Delivery

- Support the delivery of the Women & Girls Action Plan, contributing to agreed participation targets and reporting on progress.
- Work with development staff and local development officers to support the delivery of women and girls programmes across Scotland.
- Support initiatives that encourage greater gender representation in leadership and decision-making roles across clubs and regional associations.

Participation Pathways

- Support the delivery and growth of club pathways for women and girls, linking recreational opportunities with performance pathways where appropriate.
- Deliver and support "first experience" programmes that introduce girls and women to cricket.

School, Clubs and Community Engagement

- Lead, deliver and evaluate the national girls' school tournaments and national girls' club cricket events.
- Increase the number of schools offering girls only cricket and entering the school fixtures calendar or other school playing opportunities.
- Increase the percentage of Scottish clubs with a women and/or girls only offer, including transition to hardball cricket.
- Develop innovative programmes that will engage new women and girls in cricket, on and off the field.
- Promote safe, welcoming and inclusive environments that support the participation and wellbeing of women and girls in cricket.
- Grow the number of active female coaches, officials, administrators and volunteers.
- In collaboration with the Community Cricket Team, support delivery of female only community initiatives.
- Support the work of the Regional Women and Girls Development Groups.

Stakeholder Engagement and Relationships

- Establish/maintain excellent working relationships with the current network of coaches and administrators delivering opportunities for women and girls.
- Develop relationships with the regional associations to support local infrastructure of the women and girls' game.
- Support the development and maintenance of relationships with funding partners.
- Develop and maintain excellent working relationships with staff and other departments within the organisation.

Reporting

- Prepare and contribute to reports and presentations as required for internal and external stakeholders, including:
 - Cricket Scotland Board
 - Head of Growth & Social Impact
 - sportscotland
 - International Cricket Council
 - Funders and funding partners

This job description is not exhaustive and will be reviewed periodically to ensure it continues to reflect the needs of Cricket Scotland. The post-holder may be required to undertake other reasonable duties consistent with the role and level of responsibility.

Working Relationships

This role will work closely with a range of internal colleagues and external partners to support the delivery of women and girls' cricket across Scotland.

Internal

- National Development Manager
- Regional Development Officers
- Performance and Pathway staff
- Head of Growth & Social Impact
- Communications and Marketing team

External

- Cricket clubs and volunteers
- Regional associations
- Schools and Active Schools Coordinators
- Community organisations and participation partners
- sportscotland and other funders

Success Measures

Success in this role will be demonstrated through:

- The successful delivery of participation programmes, events and initiatives that provide positive opportunities for women and girls to engage with cricket.
- An increase in the number of women and girls participating in cricket activities across schools, clubs and community settings.
- Strong and productive relationships with clubs, regional associations, schools and community partners supporting the development of the women and girls' game.
- Positive feedback from participants, volunteers and partners regarding the quality and inclusiveness of programmes and events delivered.
- Effective support to clubs and partners to introduce or expand opportunities for women and girls to participate in cricket.
- Contribution to the delivery of Cricket Scotland's Women & Girls Action Plan through practical programme implementation and partnership working.
- Accurate monitoring and reporting of participation activity to support organisational learning and demonstrate the impact of programmes delivered.

Skills, Knowledge and Experience

To be considered for this role, you should be able to demonstrate the following skills, experience and knowledge:

Knowledge and Experience

- A genuine passion for cricket and a strong commitment to growing participation in the women's and girls' game.

- Experience of delivering programmes or initiatives that engage women and girls in sport, physical activity or community participation.
- A sound understanding of the barriers that can prevent women and girls from engaging in sport and physical activity, and the ability to develop inclusive and welcoming opportunities that address these barriers.
- Knowledge of the Scottish sporting landscape, including the role of governing bodies, clubs, schools and community organisations in supporting participation.
- Experience of working with sports clubs, community organisations, schools and/or local authorities to deliver participation initiatives.
- Proven experience of building and maintaining positive relationships with a range of stakeholders, including volunteers, coaches, clubs, partners and community groups.
- Experience of supporting the delivery of events, competitions or participation programmes within a sporting or community environment.
- An understanding of the importance of inclusive practice and equality within sport, and a commitment to creating opportunities that are accessible and welcoming to all.
- Experience of monitoring participation activity and reporting on delivery outcomes would be advantageous.

Attributes

- Strong communication and interpersonal skills, with the ability to engage positively with a wide range of people including volunteers, young participants, club representatives and partners.
- A proactive and organised approach to managing workload, with the ability to plan and deliver multiple activities and programmes effectively.
- Ability to work collaboratively as part of a wider development team, contributing positively to shared objectives.
- Self-motivated and enthusiastic, with the ability to work independently and take initiative when delivering activities and supporting partners.
- A practical, delivery-focused approach with the ability to translate plans and ideas into engaging participation opportunities.
- Confident IT user, with good working knowledge of Microsoft Office applications and the ability to use digital tools to support programme delivery and reporting.
- Flexible and adaptable in approach, with the ability to work evenings and weekends as required to support events and participation activity.
- Excellent written and verbal communication skills, including the ability to produce clear reports, updates and communications for colleagues and partners.

Hours of Work

You will work an average of 37.5 hours per week within this role.

While standard office hours are Monday to Friday, 9am–5pm, the nature of the role requires a high degree of flexibility. Evening and weekend working may be required.

Place of Work

This role is based in Scotland, and the successful candidate will be required to live and work here and be able to travel throughout Scotland to support event delivery.

Why Join Cricket Scotland?

When you join our team, you'll benefit from:

- 35.5 days' holiday per year, including public holidays
- Enhanced sick pay provisions
- Salary sacrifice schemes for cycle-to-work, home, and tech purchases, offering savings of up to around 8%
- Health Cash Plan, providing money back on everyday healthcare costs such as dental, optical, and physiotherapy
- 24/7 counselling and wellbeing support, including access to online GP appointments

- Mental Health First Aiders and an Employee Assistance Programme, offering confidential support whenever you need it

Our Commitment to Inclusion

Cricket Scotland is committed to creating a diverse and inclusive organisation that reflects the communities we serve.

We actively welcome applications from individuals of all backgrounds, cultures, identities and experiences. We believe that diversity of thought and lived experience strengthens our leadership and helps us better deliver our vision and strategy for the future of Scottish Cricket.

To help us monitor and improve the inclusivity of our recruitment process, applicants are invited to complete our short Equality Monitoring Form, which can be found here: [Cricket Scotland Equality Monitoring Form – Job Applicants – Fill out form](#)

Our Values

Our core values are central to everything we do. They describe what is important to us, how we will work together to achieve our goals, and the behaviours we look for – and those we discourage – in our interactions with each other.

- We are proud to be **diverse**, committed to being **inclusive** and **welcoming**.
- We are **transparent** and **accountable** to ourselves and our sport.
- We ensure **people are central** to everything we do.
- We are **bold** and **brave** to drive the sport forward.
- We always remember cricket should be **enjoyable for all**.

Application Process

To apply for this opportunity please select click [HERE](#) and head to our recruitment portal, where you will be asked to initially provide your personal details, and then to upload a copy of your CV and a cover letter outlining your interest in the role and what you would bring to Cricket Scotland.

The closing date for the post is **5 April 2026**.