



National Performance Pathway Coach

Location: National Cricket Academy, Edinburgh (with travel across Scotland)

Contract: Temporary, Fixed Term (1 April 2025 – 31 August 2025)

Hours: 37.5 hours per week

Salary: Flexibility required, including evenings and weekends
£24,570-£25,799

Over the summer months, **Cricket Scotland** is seeking a proactive and organised **Events Coordinator** to support the planning and on-site delivery of multiple international and domestic cricket events. This is an exciting opportunity to gain hands-on experience in event operations, working closely with Cricket Scotland staff, host venues, and key stakeholders to ensure the smooth execution of events.

If you have a passion for event management, enjoy working in a dynamic environment, and thrive under pressure, we'd love to hear from you!

Key Responsibilities

On-Site Event Delivery

- Act as an on-site representative for Cricket Scotland, ensuring seamless event operations.
- Oversee event logistics, match operations, and guest experience.
- Support event officials, volunteers, and support staff for effective execution.

Site Build & Infrastructure Coordination

- Assist in preparing venues and overseeing event infrastructure installations (ticketing booths, marquees, seating, etc).
- Ensure compliance with permits and health & safety regulations.

Venue Agreements & Compliance

- Work with venues to ensure operational and safety standards are met.
- Document compliance with contractual obligations.

Compliance with ICC Standards

- Ensure all events meet International Cricket Council (ICC) requirements.
- Monitor match officiating, security, and infrastructure compliance.

Budget & Financial Oversight and Reporting

- Assist in managing event budgets and tracking expenditures.
- Contribute to post-event reporting including budget and improvement recommendations.

Additional Responsibilities

- . Support the delivery of the Schools T20 Cup competition.
- . Assist Cricket Scotland departments as needed.

What We're Looking For

- . Experience in event management, ideally in sports or large-scale public events.
- . Strong organisational and multitasking skills in a fast-paced environment.
- . Excellent communication and stakeholder management abilities.
- . Problem-solving skills to manage challenges during live events.
- . Familiarity with event logistics, venue operations, and compliance.
- . A basic understanding of cricket operations is desirable but not essential.

Additional Information

- . This role is based at the National Cricket Academy in Edinburgh but requires travel to various event sites across Scotland.
- . The ability to travel between locations is essential.
- . Flexibility is required, including evening and weekend work.
- . Applicants must have the right to work in the UK.

How to Apply

To apply, please click [here](#) and head to our recruitment portal. Please provide personal details requested initially, then, upload your **CV and cover letter**, outlining your interest in the role.

Closing date for applications: 21 March 2025.

Interviews scheduled for week commencing 24 March 2025

For further information, please contact Freddie Young, Cricket Operations Manager at freddieyoung@cricketscotland.com