



CANDIDATE BRIEF

.....

COUNTY SAFEGUARDING MANAGER

MARCH 2025





AN INTERNATIONAL SPORTING VENUE, A PROFESSIONAL COUNTY CRICKET CLUB AND A THRIVING COMMUNITY HUB

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We are Trent Bridge, a cricket ground of global repute first established in 1838.

We're proud of our illustrious history but mindful too that our future prosperity is reliant on continual investment in our facilities, our professional team, our restaurant and our lauded community programmes.

Nottinghamshire County Cricket Club is looking to appoint a Part-Time County Safeguarding Manager 3 days a week to lead and develop our safeguarding strategy, ensuring that best practices are upheld across all levels of the game in Nottinghamshire.

Salary: £18,000 per annum (£30,000 FTE)

Thank you for your interest in this role.

NOTTINGHAMSHIRE COUNTY CRICKET CLUB

ROLE PROFILE

Job Title: County Safeguarding Manager (Part Time 3 Days)
Reporting to: Head of Community & Development

1. RELEVANT GENERAL OBJECTIVES
(Source: 2021-2025 Strategic Plan)

- Invest in Trent Bridge so that it retains its Test Match status and is seen as a year-round entertainment destination and as a hub for cricket in Nottinghamshire.
- Create a culture of winning teams that provides sustained success for Nottinghamshire and England.
- Drive participation growth and positive change by taking projects and programmes into communities throughout Nottinghamshire.
- Maintain the club as a financially and commercially sustainable organisation at the heart of our community.
- Innovating across all departments to create success through delivering the best playing, partner, member and supporter experiences in cricket
- Attracting, inspiring and retaining the best people by creating a playing and working environment that is enjoyable, challenging and fulfilling

2. SPECIFIC ROLE PROFILE

Safeguarding is a fundamental and integral responsibility for everyone involved in our cricket and community programmes as well as our members, clubs that affiliate to us, key stakeholders and partners. Collectively we all have a part to play to ensure the game is a safe, positive and enjoyable experience for the children and young adults who participate in recreational cricket, community cricket programmes or involved in the county elite men's and women's player pathway.

Our united approach to safeguarding across the game is underpinned by our policies, procedures and regulations. You will play a key role in embedding a culture of safeguarding across the game at all levels.

The role will work across Nottinghamshire County Cricket Club providing a service to the recreational and elite game and community programmes, proactively leading on strategic Safeguarding.

Working closely with the HR Manager and Safeguarding Strategic Lead on General Committee you will work with managers across the business to embed a high-quality safeguarding culture.

Priority Focus Areas

A. Network Support:

- Establish, build and maintain a supportive relationship with our network of Club Safeguarding Officers, county staff, volunteers and stakeholders acting as their first point of contact in safeguarding matters.
- Deliver Board Safeguarding Training to our General Committee members every 3 years, or sooner as and when committee members change.
- Be responsible for the delivery of mandatory safeguarding training for Recreational Club Safeguarding Officers in the county.
- Support Club Safeguarding Officers with their induction and role compliance requirements i.e. Safe Hands, Safeguarding for Specialist Roles (SSR) and DBS including verifier status

- Plan, promote, deliver, and evaluate a programme to engage and develop Recreational Club Safeguarding Officers by proactively identifying key themes and issues requiring intervention or support.
- Support HR to identify appropriate safeguarding training for staff.

B. Reporting and Case Management:

- Ensure there is a clear referral pathway for sharing, reporting and recording concerns, in line with ECB policy and guidance, and clubs know how to access them.
- Manage and investigate safeguarding cases that arise in line with NCCC/ECB procedures.
- Support any safeguarding concerns which are returned to county by the Safeguarding Regulator to manage, supported by your ECB County Safeguarding Advisor (CSA)
- Produce data and reports as agreed with the Head of Community & Development to support the effective monitoring and governance of safeguarding and discrimination across cricket at all levels in Nottinghamshire.

C. CPA Compliance:

- Work with and support the CPA Champions within the club to ensure CPA minimum standards are complied with but strive for “leading organisation” status within the County Partnership Agreement (CPA) standard for safeguarding.
- Attend quarterly meetings face to face with their CSA and ADSO to discuss action plans and track CPA progress against the safeguarding standard.

D. Elite Talent Pathway & Community Programme Support:

- Provide operational safeguarding support within the County’s Talent Pathway, including Boys and Girls County Age Groups, Academy and EPP, as well as the men’s and women’s senior teams, and disability performance teams.
- Work with the Head of Community & Development and other Trust staff to ensure best safeguarding practice is in place for all programmes/activities delivered by the Trust.

E. Match Day and Event Management:

- Undertake County Event Safeguarding Officer (ESO) duties at major match days and non-cricket major events as directed.

F. Cricket Regulator Engagement:

- Establish, build and maintain a strong working relationship with the County Safeguarding Advisor (CSA) from the Cricket Regulator Safeguarding Team.

3. EQUITY, DIVERSITY AND INCLUSION

Nottinghamshire County Cricket Club is committed to being an Equal Opportunities Employer.

The Club recognises the benefits of a diverse workforce and is committed to providing a working environment that is free from discrimination.

The Club will seek to promote the principles of equality and diversity in all its dealings with employees, workers, job applicants, clients, customers, suppliers, contractors, recruitment agencies and the public.

All employees and those who act on the Club’s behalf are required to adhere to this policy when undertaking their duties or when representing the Club in any other guise.

4. SAFEGUARDING

Nottinghamshire County Cricket Club is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services and are committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and the ECB requirements to ensure that all children participating in Cricket have a safe, positive and fun experience, whatever their level of involvement.

5. KEY PERFORMANCE INDICATORS

- To be compliant in the ECB Safeguarding Standards as laid out in the ECB County Partnership Agreement
- Deliver the Safeguarding Action Plan that supports the achievement of these.

PERSON SPECIFICATION

SAFEGUARDING MANAGER

Department: Cricket Development

	ESSENTIAL	DESIRABLE
EXPERIENCE	<ul style="list-style-type: none"> • Experience of safeguarding gained through relevant experience/management of casework (e.g. Police, Social Work, Education or Designated Safeguarding Lead) including an understanding of current legislation, best practice and national frameworks. • Experience of building relationships with key stakeholders • Experience of working to high levels of confidentiality including the storage of confidential documents 	<ul style="list-style-type: none"> • Experience of multi-agency working • Experience of volunteering or working in cricket, other sports or similar activity • Experience and training within mental health to support staff, themselves and wider cricket community.
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge and understanding of the Equality Act 2010 and the protected characteristics. • Understanding and experience within Mental Health. • Understanding of local arrangements for managing safeguarding children and reporting procedures. • Understanding of the ECB's and NCCC's role and responsibilities to safeguard the welfare of children and young people, including ECB and NCCC safeguarding children policy documents. 	
SKILLS	<ul style="list-style-type: none"> • Excellent presentation and training skills • Excellent IT skills including Excel, Word, PowerPoint, Outlook and other IT platforms • Excellent interpersonal and relationship management skills • Ability to challenge poor practice and effect change 	

	<ul style="list-style-type: none"> • Ability to influence and challenge people in positions of authority. • Analytical skills to be able to identify and present key themes/trends emerging from case data. • Ability to work effectively across a multi-agency professional and volunteer network. 	
QUALIFICATIONS	<p>Have completed or willing to complete the following ECB courses:</p> <ul style="list-style-type: none"> • Induction to Safeguarding. • Safeguarding for Specialist Roles (SSR) • Safer Recruitment within Cricket • Safeguarding Adults within Cricket • Safeguarding in the Talent Pathway • Prevent Training 	Nationally recognised qualifications relating to safeguarding (e.g., Designated Safeguarding Lead for Schools & Colleges, Safeguarding Level 3)
QUALITIES & ATTITUDE	<ul style="list-style-type: none"> • Passion for sport and its positive social impact. • Enthusiasm and commitment to safeguarding • Highly motivated with a positive solution focussed attitude and the ability to make decisions. • Sound judgement on complex matters, knowing when to escalate concerns • A role model who is visible, sets high standards, operates with integrity, and can inspire and engage others. • Effective team-player and team-leader. Able to delegate effectively, but also contribute during periods of high workload. Will create an inclusive environment which enables all colleagues to maximise their contribution. • An effective listener. Prepared to learn and act on feedback from others, and develop own thinking based on input from others. 	

	<ul style="list-style-type: none"> • Good planner and well organised. Able to establish and deliver plans which achieve the highest quality outcomes possible with the resources available. Flexible to adapt to changing demands. 	
<p>OTHER</p>	<ul style="list-style-type: none"> • Access to transport to attend multiple locations within the county. • Commitment to personal development. • Subject to an Enhanced DBS Check. 	

HOW TO APPLY

If you would like to join us at Trent Bridge, please send your CV and covering letter to:

The HR Department
Nottinghamshire County Cricket Club
Trent Bridge
Nottingham NG2 6AG

or email the HR Department at: recruitment@trentbridge.co.uk

Closing date for receipt of applications will be: **Friday 4th April 2025**

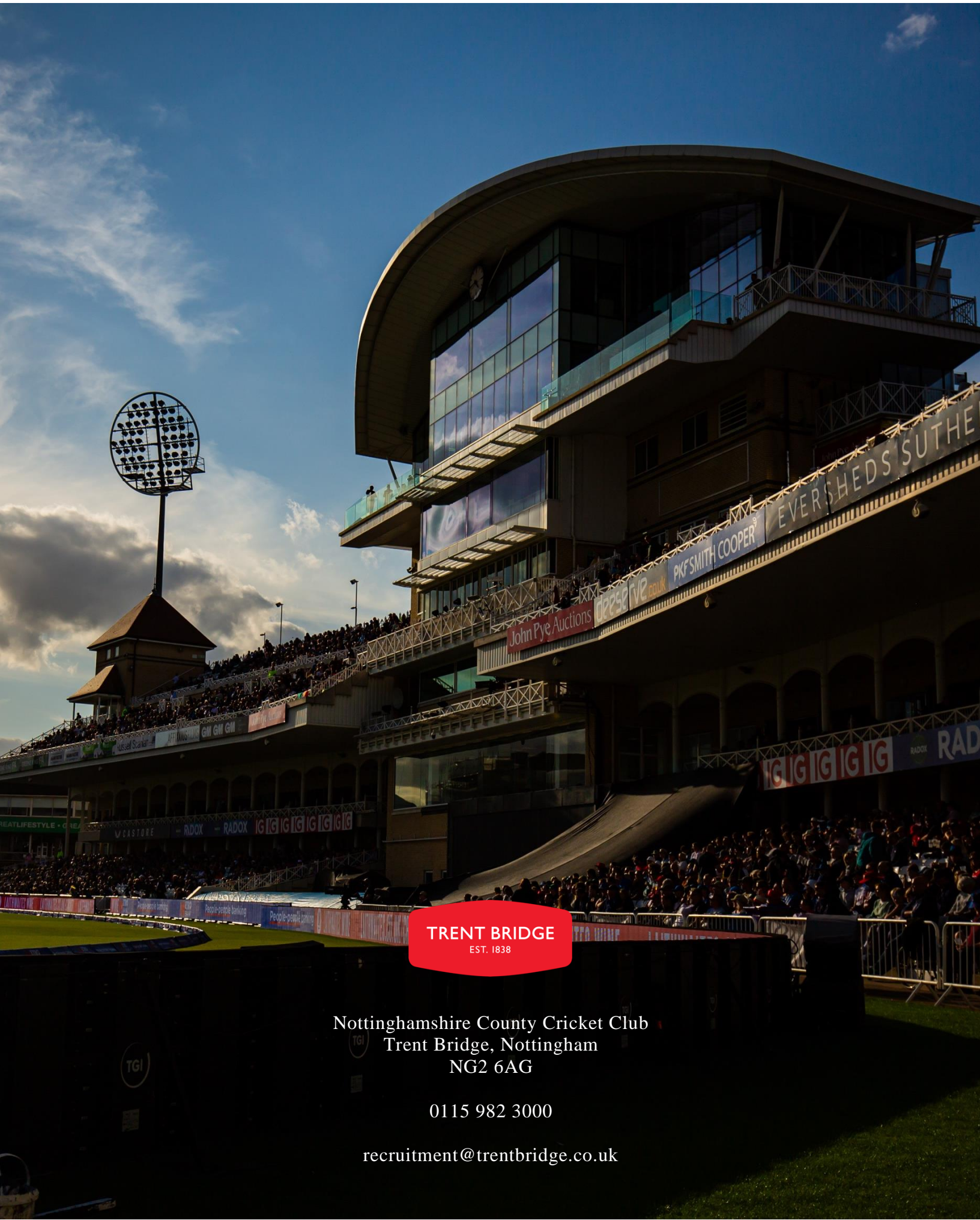
Interview dates: **Thursday 10th April 2025**

We reserve the right to close this vacancy early if we receive sufficient applications for the role.
Therefore, if you are interested, please submit your application as early as possible

Candidates must be eligible to work in the UK and must provide relevant documentation

We are committed to safeguarding and promoting the welfare of children, young people and adults
and expect the same commitment from all staff and volunteers

We are an equal opportunity employer. We celebrate diversity and are committed to building an
inclusive environment for all employees. When submitting your details, please let us know if you
require any support or reasonable adjustments during the interview process



TRENT BRIDGE
EST. 1838

Nottinghamshire County Cricket Club
Trent Bridge, Nottingham
NG2 6AG

0115 982 3000

recruitment@trentbridge.co.uk