Job Description and Person Specification

Job Title	NCU Women and Girls' Pathway Lead
Primary Place of Work	Northern Cricket Union Office located at Stormont Estate, Belfast and across the geographical area covered by the NCU. Occasional travel may be required to other locations in line with the role.
Status	Full Time (40 hours per week)
Hours of Work	Variable - with commitments on evenings and weekends
Report To	Chief Executive, Representative Director, and Athlete Manager
Key Relationships	•NCU Chief Executive •NCU Representative Director •NCU Athlete Manager •NCU Boys Talent Lead •NCU Cricket Operations Manager •NCU Development Team Members •NCU Domestic Directorate and Women's Committee •NCU Schools Committee •NCU Pathway Coaches and Support Staff •Players and Parents/Guardians •Local Clubs and Schools •Cricket Ireland Performance Staff and Representatives •External Performance and Touring Partners
Remuneration	The package will include a competitive salary commensurate with qualifications, skills and experience and include a pension, mobile phone, and a laptop for business use. The candidate will need to have a vehicle. Standard mileage rates will apply.
Start Date	Monday 19 October 2026 or on another mutually agreeable date.
Contract Duration	Full-time permanent position, subject to a six-month probationary period.

Overall Purpose of Job

The successful post holder will lead the strategic direction, planning, delivery and ongoing review of the NCU women's and girls' performance pathway, supporting the objectives of the Strategic Plan for Cricket in Ireland 2024-2027.

Working under the direction of the NCU Athlete Manager and the NCU Representative Directorate, the post holder will lead a clear, connected pathway that identifies, develops and progresses talented female players from regional age-group cricket through to the NCU Senior Women and Cricket Ireland programmes.

The post holder will act as Head Coach of the NCU Senior Women and will oversee the wider girls' and emerging-player pathway. They will establish consistent programme standards, manage coaches and support staff, and create high-quality training, competition and touring experiences that support long-term player development and performance.

The role will work collaboratively with the NCU Development Team, Domestic Directorate, Women's Committee, Schools Committee, clubs and schools, providing strategic advice where participation, competition and development activity affects the recruitment, retention, workload or progression of female players. Reasonable administrative and operational support will also be provided to agreed women's and girls' development initiatives when required.

Success in the role will depend on effective relationships with players, parents or guardians, coaches, clubs, schools, Cricket Ireland and other performance partners, together with strong leadership, organisation, communication and programme management.

Main Responsibilities/Description of Duties

Performance Pathway Leadership

- Lead the strategic planning, annual delivery and ongoing review of the complete NCU women's and girls' performance pathway.
- Act as Head Coach of the NCU Senior Women and provide strategic oversight of the Emerging Women and girls' age-group environments.
- Establish clear pathway standards, objectives and programme plans that promote consistent delivery across squads, coaches and age groups.
- Recruit, deploy, support and manage pathway coaches and, where available, support staff.
- Liaise with Cricket Ireland performance leads at every level regarding player selection, development and progression into national programmes.
- Manage the talent pathway system to support the identification, development and progression of players capable of representing Ireland at every level.
- Establish relationships with stakeholders outside Ireland that provide talented players with appropriate touring, competition and development opportunities.
- Establish, implement, monitor and review individual development plans for relevant pathway players, incorporating technical, tactical, physical, psychological, wellbeing and welfare considerations.
- Lead talent identification, selection and player-transition processes throughout the pathway, ensuring decisions are evidence-informed, transparent and communicated appropriately.

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- Maintain and regularly review the girls' player tracking system and use relevant data to monitor progression, workload, retention and programme impact.
- Provide regular, constructive feedback to players and parents or guardians.
- Actively scout players across the NCU and maintain effective communication with club and school coaches regarding talent, workload and development.
- Coordinate appropriate support, including strength and conditioning, physiotherapy, medical and wellbeing provision, where available.
- Regularly review the NCU Junior Girls Age-Group Coaching Framework with relevant NCU staff and oversee its consistent implementation throughout the pathway.
- Plan, select, organise and evaluate the NCU Girls' Emerging Player Programme environments and other agreed specialist or performance programmes.
- Maintain and develop the NCU Girls' Touring Programme, including summer tours and major overseas tours, with responsibility for appropriate planning, staffing, budgets, risk management, safeguarding and post-tour evaluation.
- Manage and organise the MCC Foundation Girls' Belfast Hub and advise on any agreed future growth in this area.
- Support coach development and succession planning throughout the women's and girls' pathway.
- Set measurable pathway objectives and report on player progression, performance, retention and programme delivery to the NCU Athlete Manager and Representative Directorate.

Pathway Integration and Development Support

- Work collaboratively with the NCU Development Team, Domestic Directorate and Women's Committee, providing strategic advice on participation, competition and development activity that influences the recruitment, retention and progression of female players.
- Advise on appropriate league, cup, schools and entry-level competition structures that support player development and effective transitions throughout the pathway.
- Provide strategic advice on female participation initiatives, including Cricket Ireland's It's Wicket! programme and NCU regional schools' programmes, where these connect with pathway objectives.
- Provide reasonable administrative and operational support to agreed women's and girls' development initiatives when required.
- Maintain effective links with clubs and schools to support player identification, manage player workloads and facilitate appropriate transitions between school, club, regional and national cricket.
- Attend and report to the Domestic Directorate and Domestic Women's Cricket Committee as required.

Administration and Programme Management

- Maintain accurate and up-to-date records for all relevant women's and girls' pathway and development programmes, activities and participants.
- Manage the NCU women's and girls' pathway registration and player-management systems.
- Lead or attend selection meetings for the NCU Senior Women, Emerging Women and all relevant girls' age-group squads.
- Manage pathway budgets, schedules, facilities, staffing, equipment and programme administration in accordance with NCU procedures.
- Monitor and evaluate programmes in accordance with agreed objectives, relevant guidelines and external investors' terms and conditions.
- Prepare written and oral reports, programme plans and presentations as required.
- Use data and examples of good practice to promote the pathway positively through NCU partners and media channels.

General

- Support the NCU staff team in identifying, preparing, submitting and reviewing funding applications that complement the objectives of the women's and girls' pathway.
- Act as an ambassador and advocate for the NCU Strategy and actively promote its objectives.
- Comply with and actively promote NCU policies and procedures relating to equality, diversity and inclusion.
- Ensure compliance with relevant health and safety requirements, legislation and NCU policies and procedures.
- Ensure compliance with safeguarding requirements and maintain an appropriate duty of care for all players.
- Attend relevant NCU staff meetings and Cricket Ireland Talent and Development network meetings as required.
- Attend appropriate meetings as directed by the NCU Chief Executive or NCU Athlete Manager.
- Undertake relevant training and continuing professional development as required.
- Carry out any other duties allocated from time to time that are consistent with the general nature and level of the post.

Person Specification

Essential:	Desirable:
• A tertiary-level qualification relevant to the post, such as Sports Management, Sports Studies, Coaching, Teaching or Business; or equivalent relevant professional experience. • ECB or Cricket Ireland Level 2/Core Coach qualification, or an equivalent recognised coaching qualification.	• ECB or Level 3 coaching qualification, or an equivalent recognised qualification. • Experience as a head coach within a representative or performance environment. • Experience of leading a performance environment.

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- A minimum of two years' demonstrable experience working within a women's and girls' talent or performance pathway.
- Demonstrable experience of leading or managing a talent or performance programme.
- Experience of managing, supporting or coordinating coaches and support staff.
- Strong knowledge of talent identification, long-term player development and effective transitions between pathway stages.
- Experience of planning and delivering performance programmes, competitions or tours.
- Experience of managing budgets, schedules and programme administration.
- Experience of contributing to selection decisions and communicating sensitive or challenging decisions appropriately.
- A sound understanding of safeguarding, player welfare, workload management and duty of care within youth and performance sport.
- Demonstrable knowledge of the cricket landscape within Ireland.
- Excellent leadership, organisation, written and verbal communication, report-writing and stakeholder-management skills.
- Driving license and vehicle for business purposes.
- Experience of establishing and monitoring individual development plans and performance objectives.
- Experience of planning or leading domestic and overseas tours.
- Knowledge of the Northern Ireland education and sporting sectors, including schools, governing bodies, Sport NI and local authorities.
- Experience of securing external funding or managing externally funded programmes.
- Awareness of the needs and behaviours of volunteers and part-time coaches.

Application Process

Shortlisting will be undertaken using only the information provided at the time of application. Applicants should forward their CV together with a covering letter outlining how their experience, using clear and specific examples, meets the criteria in each area of the person specification to Callum Atkinson, NCU Chief Executive, via email to callum.atkinson@ncucricket.org. Please use the email subject "NCU Women and Girls' Pathway Lead".

The closing date for applications is 5pm on Monday 21 September 2026. Applicants should note that interviews for the role will take place as soon as possible after the closing date.

The successful candidate will be required to complete an AccessNI check and comply with all NCU safeguarding requirements prior to commencing regulated activity within the role.

The NCU is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

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