



## **Safeguarding, Equality, Diversity and Inclusion (ED&I) Officer**

### **BACKGROUND**

Cricket Ireland is the governing body for Cricket at both performance and participation levels throughout All-Ireland, representing the interests of both the men's and women's game.

The future of Irish Cricket is incredibly bright with the awarding of ICC Full Membership to Cricket Ireland in 2017. The strategic vision of the organisation is to establish infrastructure and facilities required of a Test nation – as defined in our Strategic Plan 2021-23.

### **Overview**

The Cricket Ireland Safeguarding, ED&I Officer will have direct responsibility for all aspects of Safeguarding and Equality, Diversity and Inclusion. To work with key partners to ensure that cricket is an inclusive safe sport for all. This role reports to the Participation Director.

### **Overall Responsibilities**

- 🕒 Lead on the implementation of high quality and robust safeguarding, ED&I and strategy. Ensuring consistent implementation of the policy and procedures across cricket in Ireland. Ensuring safeguarding arrangements are in place across all areas of the game
- 🕒 To consistently promote the safety and welfare of children and vulnerable adults across cricket, ensuring that processes, reporting procedures and awareness training are fully embedded and understood by all employees and volunteers involved in the sport and in line with government and educational policies and guidance
- 🕒 Take a lead role in providing innovative and engaging curriculum resources and materials that contribute to the education, welfare, safety and empowerment of those involved in cricket
- 🕒 To be a champion of best practice to support a genuine Equality, Diversity and Inclusion culture across cricket
- 🕒 Champion high-quality curriculum resources, materials and activities that engage, promote awareness, tackle discrimination, and promote well-being and inclusion
- 🕒 To be able to expertly advise colleagues on best practice in relation to safeguarding and ED&I

### **Key Accountabilities**

- 🕒 Complete Safeguarding and ED&I training and other specialist training as required

- ④ Maintain current knowledge of legislation and guidance
- ④ Support the on-going review of effective safeguarding policies and procedures relating to all aspects of safeguarding
- ④ Manage Cricket Ireland national safeguarding risk assessment, linking in with Provincial Unions and their Club networks. Ensure a smooth implementation of actions to ensure quality of provision and a positive environment for all
- ④ Act as the Mandated Safeguarding person for Cricket Ireland ensuring statutory requirements in relation to recording, responding and reporting concerns are met
- ④ Be the lead signatory for Access NI and liaison person for Garda Vetting
- ④ Work in partnership with external agencies where required
- ④ Attend external safeguarding strategy meetings with relevant stakeholders
- ④ Lead on the development of ED&I strategy and policy and lead the implementation of both
- ④ Collate, analyse, track, and monitor safeguarding data, reporting to the Participation Director, CEO or Cricket Ireland Board as required
- ④ Collate, track, monitor and analyse Irish Cricket's EDI data, reporting to the Participation Director, CEO or the Cricket Ireland Board as required
- ④ Lead on the upskilling of safeguarding personnel across the cricket network ensuring that they receive appropriate training and support to carry out their duties effectively
- ④ Lead on the identification, development and delivery of staff training in relation to Safeguarding and EDI
- ④ Champion EDI in all aspects of practice at Cricket Ireland and Irish Cricket, making recommendations for improvements
- ④ Act as a primary point of contact for all safeguarding and EDI queries,
- ④ Respond to incidents and critical incidents, ensuring timely response in line with statutory guidance and appropriate reporting procedures.
- ④ Design & support delivery of safeguarding & EDI training across Provincial Unions and their Club networks
- ④ Design and deliver safeguarding and EDI training & information sessions to colleagues to enhance safeguarding knowledge, awareness reporting procedures, understanding of local and national topics
- ④ Ensure that safeguarding and EDI information is shared across the organisation, including changes in legislation and guidance and ensure best practice is promoted
- ④ Undertake safeguarding and EDI audits / reviews

## Skills and Experience

### Essential

- ④ Experience with working with young people and children
- ④ Familiarity with Code of Ethics and Good Practice for Children's sport.
- ④ Experience with policy development and implementation
- ④ Have a clear awareness of roles and responsibilities of statutory agencies in both jurisdictions
- ④ Significant and relevant experience in dealing with safeguarding issues for children and adults
- ④ Sound knowledge of GDPR and information sharing
- ④ Understanding of the policies, processes, and frameworks of safeguarding
- ④ Highly motivated

## Desirable

- 🌱 Experience of leadership roles in Safeguarding or Equality, Diversity & Inclusion
- 🌱 Experience of delivering Safeguarding or EDI training
- 🌱 High level of interpersonal, communication skills (written & verbal)
- 🌱 Ability to champion and promote new ways of working which meet the needs of the business
- 🌱 Ability to prioritise and work well under pressure
- 🌱 Ability to build relationships and be a proven influencer, both internally and externally
- 🌱 Able to interpret legislation, guidance and policies and apply to practice in the context of cricket in Ireland
- 🌱 Highly organised and effective time management skills
- 🌱 Willing to work flexible hours where the role requires it (travel will also be an essential when the role requires it).
- 🌱 Ability to use various Microsoft Office tools, such as: Excel, Word, Teams, PowerPoint
- 🌱 Experience using interactive learning technology to deliver training / awareness

This role will require domestic travel and overnight stays at times, including out side of normal working hours and weekends.

## Remuneration

- 🌱 The package will include a competitive salary commensurate with qualifications and experience
- 🌱 A laptop and phone will be provided
- 🌱 Travel expenses and related costs will be paid as per the Company Expense Policy

## Application Process

- 🌱 Closing Date for application is Thursday 28<sup>th</sup> July at 5pm
- 🌱 To apply, please send a copy of your CV with an accompanying letter advising where you saw the role and outlining your current salary [recruitment@cricketireland.ie](mailto:recruitment@cricketireland.ie)
- 🌱 Eligibility to work in ROI & UK is **essential**
- 🌱 The role will be based at the Company's Head Office in Kinsealy, Co. Dublin
- 🌱 The position is full-time and permanent

Interviews will be held as soon as possible after application closing date