



JOB DESCRIPTION

JOB TITLE	Facilities and Investment Manager
HOURS	Full time (Includes some evenings and weekends)
CONTRACT	Permanent
SALARY BAND	£28,000 to £33,000
WORKING ARRANGEMENT	Hybrid (office based - min. 1 day per week)

ROLE OVERVIEW

The Facilities and Investment Manager will play a vital role in helping the Hampshire Cricket Board (HCB) achieve its mission to *inspire, empower, and connect communities through cricket*.

Working closely with HCB colleagues, clubs, and leagues, you will help develop new facilities and enhance existing ones across Hampshire. You will champion the creation of welcoming, inclusive environments and support clubs to become more sustainable and resilient in the face of climate change.

A key part of your role will be to build strong relationships with Local Authorities, ensuring cricket's voice is heard and its needs are reflected in local plans and investment decisions.

We are looking for a proactive and self-motivated individual with great communication and organisational skills, and a real passion for sport, community impact, and facility development.

ROLES AND RESPONSIBILITIES

The Facilities and Investment Manager's roles and responsibilities include but are not limited to the following:

- Develop and drive the delivery of Hampshire Cricket Board's Facilities Strategy.
- Be a primary contact for clubs, providing a high quality, proactive and responsive service, in relation to club development, accreditation, planning and funding advice.
- Work closely with all Local Authorities to represent cricket in the development of their Playing Pitch Strategies.
- Establish and develop relationships key Local Authorities to improve the quality of existing cricket facilities.
- Liaise closely with leagues in relation to grounds accreditation schemes.
- Provide bespoke funding advice and support to cricket clubs.

- Provide technical expertise to the cricket network, including facility design and business planning.
- Manage small scale grant programmes and identify strategic facilities priorities.
- Support ECB to respond to statutory Sport England planning consultations.
- Deploy Hampshire Cricket Board's Pitch Advisors to provide advice and guidance to affiliated clubs and Local Authorities.
- Manage the implementation of PitchPower.
- Coordinate regular training and networking opportunities for groundskeepers across the county.
- Work collaboratively with HCB colleagues and the Hampshire Cricket performance pathway to ensure joined up investment in the recreational game.
- Supporting the delivery of campaigns and programmes to create a sustainable cricket network, including but not limited to:
 - Creating welcoming environments for families
 - Transforming facilities for women and girls
 - Sustainability
 - Health & Safety
 - Accessibility
 - Security
 - Facilities management

KEY RELATIONSHIPS

Internal

- Managing Director
- Head of Cricket Development
- Club Development Manager
- Club Development Officers
- Hampshire Cricket

External

- Affiliated Clubs
- Leagues
- Local Authorities
- England and Wales Cricket Board
- Other National and Local Sports Governing Bodies

SKILLS, KNOWLEDGE AND EXPERIENCE

- The ability to take an objective and strategic view of plans.
- Experience in project management and an eye for detail enabling you to work accurately and efficiently.
- Excellent communication skills, including the ability to work in one-to-one and group situations with a wide range of people from volunteers to senior management.
- Excellent time management and prioritisation skills.
- The ability to negotiate and manage stakeholder expectations.
- Computer literate and effective user of Excel, PowerPoint and other Microsoft programmes, digital systems and tools.
- Experience of managing budgets and programmes.
- Good working knowledge of:

- Facilities development
 - Health and safety
 - Business planning
 - The planning system and Sport England policy
 - Sustainability
 - Accessibility
 - Recreational cricket network
 - Local Authorities
- Ability to travel independently between sites (Full and valid driving licence and access to a car).

WORKING HOURS

The normal working days will be Monday-Friday. The majority of working hours will be between 9.00am and 5.00pm, however you will be required to work evenings and weekends as and when the role requires.

This job description outlines the principal accountabilities/main duties relating to this post. However, the post holder may be required to undertake other duties not detailed above, as directed.

SAFEGUARDING STATEMENT

Hampshire Cricket Board is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.

EQUAL OPPORTUNITIES

We are committed to employment practices and behaviours that encourage diversity, promote equality of treatment and eliminate unlawful and or unfair discrimination.