



# CHIEF EXECUTIVE OFFICER

Applicant information pack

Search and selection campaign being managed by:





## A WELCOME FROM JON FILBY Chair, Sussex Cricket

### Thank you for your interest in joining Sussex Cricket Limited as our new Chief Executive Officer.

We are proud of our heritage and our place in the game of cricket. Sussex Cricket is not only one of the eighteen first-class county clubs within the men's domestic cricket structure of England and Wales but we are also the oldest professional sports club in the world. We have always held first-class status and have competed in the County Championship since the official start of the competition in 1890.

The England captain in the first test match in 1877 was John Lillywhite of Sussex, the game's bible Wisden's Cricketers Almanac was created by John Wisden of Sussex, our KS Ranjitsinhji was the first ever non-white cricketer to play for England, the first ever short format professional cricket tournament in the world, the Gillette Cup, was won by Sussex, the first ever Women's ODI anywhere in the world was played at Hove in 1973 and the first ever T20 international in the world was played

at Hove in 2004 with a Sussex cricketer, Clare Connor, captaining England on her home ground.

However, our responsibility and influence spreads far beyond the professional game. In November 2015, an historic merger took place between Sussex County Cricket Club and the Sussex Cricket Board, to form Sussex Cricket Limited (SCL). Sussex Cricket is responsible for the governance and development of the whole game in the county, from recreational to professional level.

Sussex Cricket is the local governing body for cricket in the county. Our purpose is to create passion for cricket in Sussex and we are responsible for promoting both the playing and watching of men's and women's cricket at all levels and all age groups. Through our charitable arm, the Sussex Cricket Foundation, we seek to enhance the lives of people through

the power of cricket and to strengthen bonds in communities across the county.

Through this recruitment process, we are looking to identify an exceptional individual who is excited by the opportunity to build on our heritage, to deliver on field success for our members and supporters to enjoy, to enhance our strong commercial position, continue the development of our outstanding ground at Hove, ensure continued growth in participation, instigate a women's professional team in Sussex and to provide the leadership that will ensure that we make cricket the most inclusive sport in Sussex.

Good luck with your application and we very much look forward to meeting shortlisted candidates.

**Jon Filby**  
Chair, Sussex Cricket

Sussex Cricket is the oldest professional sports club in the world and one of the eighteen first-class county clubs within the domestic cricket structure of England and Wales.





# CORE CRITERIA

As well as an outstanding Chief Executive Officer, we are looking to identify and appoint an individual who can fulfil the following core criteria

- 1 Authentic leadership
- 2 Management and development of estates
- 3 Managing elite performance and instilling ambition and passion across the organisation
- 4 Driving increased commercial activity
- 5 Strategic thinking
- 6 Active stakeholder management

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## CORE CRITERIA (continued)

### 1 Authentic leadership

You will be an authentic, driven leader instinctively aligned to Sussex Cricket culture and values. You will be visible and provide leadership and management through active communication and clarity of responsibility and accountability. You will possess self-awareness and deploy emotional intelligence through every interaction.

### 2 Management and development of estates

You will be experienced in the management and maximisation of revenue from our unique portfolio of commercial assets. Additionally, you will be excited by the opportunity to deliver future planned high value development projects of our land and estate assets to drive further revenue opportunities.

### 3 Managing elite performance and instilling ambition & passion across the organisation

You will be an experienced leader within an elite performance environment. You will understand how to foster a positive working relationship with our Head Coach and deliver a culture centred on competing and winning that resonates through every part of our organisation. You will work with passion to drive ambition throughout all areas touched by our team and the wider work of Sussex cricket.

### 4 Driving increased commercial activity

You will use your commercial acumen and experience to further develop and diversify our revenues and in doing so encourage external income and investment across our organisation. You will work at pace with determination to develop and pursue new commercial partnerships, agreements and sources of income to enable us to achieve our vision and continue to thrive.

### 5 Strategic thinking

You will value innovation and demonstrate vision in the further development of our strategic direction. You will thrive on receiving challenge from our Board of Directors with the sole aim of improving every part of our organisation and its reach.

### 6 Active stakeholder management.

You will have built a reputation for actively engaging with a diverse range of stakeholders. You will be able to evidence how through your own efforts you have been able to deliver positive relationships and develop shared goals with external parties from a broad base of internal and external groups including communities, businesses, local and regional anchor institutions, governing bodies, and civic leadership groups.

Above all, we are looking for an individual with a value set that places primacy on equity and fairness and therefore possess values that align to our own. Inclusion is genuinely important to everyone connected to Sussex Cricket and we will require the successful candidate to live our commitment to inclusion through every action, interaction and moment and ensure this principal is experienced by all who interact with Sussex Cricket by role modelling the behaviours that demonstrate our commitment to be the most inclusive sport in our county.



## ABOUT SUSSEX CRICKET

**Sussex Cricket is the oldest of eighteen first-class county clubs within the domestic cricket structure of England and Wales and the oldest professional sports club in the world. It represents the historic county of Sussex.**

Sussex County Cricket Club was founded in 1839 as a successor to the various Sussex county cricket teams, including the old Brighton Cricket Club, which had been representative of the county of Sussex since the 1720s.

Nestled between the South Downs and the sea, The 1st Central County Ground is not only home to the Sussex Cricket teams, but is also a unique, multi-purpose venue and a hub for the Brighton & Hove community.

Sussex has always held first-class status and have competed in the County Championship since the official start of the competition in 1890. In November 2015, an historic merger took place between Sussex County Cricket Club and the Sussex Cricket Board, to form Sussex Cricket Limited (SCL). SCL is responsible for the governance and development of the whole game in the county, from recreational to professional level.

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The Sussex County Cricket men's team in 1923

The Club won its first County Championship in 2003, which was the beginning of an era in which Sussex enjoyed prolonged success, named 'The Golden Decade'. In that time, the club historically won ten trophies in ten years.

Sussex Cricket also incorporates the Sussex Cricket Foundation (SCF). Through the activities it provides the SCF aim to make cricket accessible for all. As Sussex Cricket's charitable arm, the SCF aims to actively change the lives through cricket across the community.





## ABOUT SUSSEX CRICKET (cont)

Sussex Cricket is the local governing body for cricket in the county, responsible for promoting the playing and watching of men's and women's cricket at all levels and all age groups.

As well as aiming to compete each season at as high a level as sustainably possible in the competitions that our men's women's, boys', and girls' teams take part in, Sussex Cricket is committed to promoting cricket as a means for the development of young people and adults, including those with disabilities.

Through our charitable and community social responsibility initiatives, we are continually looking to strengthen our bonds with communities throughout the county. The running of Sussex Cricket is overseen by a board of directors elected by members and affiliated clubs, and up to four independent Non-executive directors plus the Chief Executive.





**EQUAL OPPORTUNITIES  
AND INCLUSIVITY**

# // CRICKET IS A GAME FOR ME //

Women & Girls Cricket is one of the main pillars in the ECB action plan and like the ECB, in Sussex we want females to say, "Cricket is a game for me".





## CHIEF EXECUTIVE – JOB DESCRIPTION

### Job title:

Chief Executive Officer, Sussex Cricket

### Reports to:

The Chairperson, Sussex Cricket

### Responsible for:

Executive Leadership Team

### Location:

1st Central County Ground, Hove

### Remuneration:

Competitive salary and reward package

### Applicability:

This position applies equally to both Sussex Cricket Limited and the wholly owned subsidiary, the Sussex Cricket Foundation, jointly referred to as the organisation.

### Job Purpose:

- Accountable for ensuring that the organisation strategy is successfully delivered, ensuring that all strategic and operational objectives are met around the organisation.
- Accountable for ensuring that the organisation operates within all the relevant legal frameworks.

### Strategy:

- Review and deliver the vision, mission, and strategic objectives for the organisation.

- Work with key stakeholders, including the Community Cricket Director of the SCF, to deliver the England & Wales Cricket Boards (ECB) agreed vision, objectives, and outcomes for non-professional cricket.

### Business Plan:

- Develop and implement a business plan across the organisation, consistent with both the objectives of the organisation and the ECB (i.e., incorporating both local and national strategies).
- In conjunction with the Finance Director, set, manage, and present the annual budgets to the board.
- Develop and monitor the implementation of key performance indicators for the business.
- Implement commercial plans that maximise match-day and non-match day revenue and profitability.
- Ensure all aspects of the organisation are effectively marketed to maximise media coverage and are recognised in the local community and throughout the cricketing world.
- Maximise the benefits of performance related fee payments.
- Report to the Board on the business performance and key issues.

### Governance:

#### Finance and Business Compliance

- Work with the Finance Director to ensure the organisation complies with all laws, regulatory standards, guidelines, and best practices with regard to its business and governance.
- Regularly review the management and governance of the organisation and recommend to the respective Chairperson and Board any appropriate changes to improve performance and effectiveness.

#### Human Resource

- Work with the People Director to ensure the effective development and management of all staff.
- Ensure that the organisation operates its HR policies and procedures within current employment legislation and best practice.

#### Health & Safety

- Ensure that the organisation fully complies with Health & Safety legislation and implements best practices with regards to the management of Health and Safety at work.

### Relationships

#### and Reputation:

- Develop effective working relationships and partnerships with the organisation's key stakeholders at local, national, and international levels.
- Provide timely and effective managements of escalating issues.
- Particulate in and manage communications at a senior level.
- Represent the organisations at internal and external events.

#### Management and Leadership:

- Provide effective and authentic leadership and management to all staff through the leadership team, ensuring all strategic and operational objectives are met.
- Manage all aspects of the contractual arrangements for professional players in conjunction with the Head Coach.





## EQUALITY DIVERSITY AND INCLUSION

We are committed to making cricket the most inclusive sport in Sussex. Our new Chief Executive will work with our Board of Directors and the executive to ensure that our strategy for Sussex Cricket continues to have inclusion at its heart.

We want to ensure that our player pathways are open to all, regardless of social background. We will continue the exponential growth in women's and girls cricket including the development of a professional women's team in the county. Above all, we want all of our communities to say, "I feel part of Sussex Cricket."





## HOW TO APPLY

To be considered for the role, please contact Neil Edwards (07858 518 415), [nedwards@mcbride-sport.com](mailto:nedwards@mcbride-sport.com) and supply the following:

- An up-to-date CV setting out your career history, with responsibilities and achievements and preferred contact details.
- A supporting statement outlining suitability for the role and the value that your expertise will add to the Board.
- Details of two referees who can speak authoritatively about you together with a brief statement of the capacity and over what period of time they have known you. Referees will not be contacted without your prior consent.
- Proof of your eligibility to work in the UK. Candidates whose CV reflects the requirements of the role will be invited to attend a first stage interview with McBride Sport.

**The closing date for applications**  
Monday 18th December 2023.

For an informal and confidential discussion, please call our retained consultant at McBride Sport, Neil Edwards (07858 518 415). McBride Sport will, of course, respect the privacy of any conversations regarding this role. Please send your application to [nedwards@mcbride-sport.com](mailto:nedwards@mcbride-sport.com)



Sussex, along with Kent, is believed to be the birthplace of cricket. It is believed that cricket was invented by children living on the Weald in Anglo-Saxon or Norman times.





## RECRUITMENT TIMETABLE

These dates are indicative and may be subject to change (except closing date). Please note that candidates will need to be available for preliminary and final panel interviews, if selected. McBride Sport will advise all candidates of outcomes at each stage of the process as soon as possible.

**Closing date for applications:**  
Monday 18th December 2023.

The panel plans to hold interviews starting in the first two weeks of January 2024.

## YOUR PERSONAL INFORMATION

**Your personal information will be held in accordance with the Data Protection Act 2018. You will not receive unsolicited paper or electronic mail as a result of sending us any personal information. No personal information will be passed on to third parties for commercial purposes.**

### **When we ask you for personal information, we promise we will:**

- Only ask for what we need, and not collect too much or irrelevant information.
- Ensure that you know why we need it.
- Protect it and, insofar as is possible, make sure nobody has access to it who shouldn't.
- Ensure that you know what choice you have about giving us information.
- Make sure we don't keep it longer than necessary.
- Use your information only for the purposes you have authorised.

### **We ask that you:**

- Give us accurate information.
- Tell us as soon as possible of any changes.
- Tell us as soon as possible if you notice mistakes in the information we hold about you.

We will share some of the information you provide with the Members of the Nominations Committee, so that your application form and CV can be assessed.



## YOUR APPLICATION

**We will deal with your application as quickly as possible and will advise you of the likely timetable at each stage. After the closing date for applications:**

- Candidates selected at long list will be invited for interview by McBride Sport. From these interviews, McBride Sport will agree a shortlist of candidates that will be recommended to the Nominations Committee. Interviews will be conducted remotely at first stage, and on a face-to-face basis at final stage. All candidates interviewed will be contacted with feedback by McBride Sport.
- Where a candidate is unable to attend an interview on the set date, an alternative date will be offered only at the discretion of Nominations Committee.
- Following interviews with Sussex Cricket Nominations Committee, a preferred candidate will be recommended to the Board for ratification and approval.
- If successful, you will receive a letter confirming your appointment.
- If you are unsuccessful, you will be notified by McBride Sport and feedback will be offered.



**Our limited overs team is called the Sussex Sharks**





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