



# Selection Coordinator

## Position Description

---

### Overview

The Chairman of Selectors is primarily responsible for chairing meetings of and organising the Selection Committee, which typically comprises the Chairman, Club Coach and Captain of each Senior XI.

### Core Responsibilities

- Develop and promote the Club Selection Policy.
- Liaise with players to determine availability.
- Liaise with Junior Development Officer to introduce junior players to senior cricket.
- Regularly attend pre-season and in-season training and matches.
- Chair Selection Committee Meetings.
- Announce selected teams at selection dinner
- Acknowledge player milestones.
- Present player awards.
- Load selected teams to MyCricket by 8:00pm Friday.

### Additional Responsibilities

- Report on activities to the Playing Portfolio Manager.
- Contribute to the Recruiting Committee.

### Knowledge and Skills Required

- Understand Club's Selection Policy.
- Be intimately aware of competition fixture.
- Understand Association rules relating to playing and selection.
- Know all players likely to play senior cricket and their level of ability.
- Be aware of any school or work commitments that may impact a player's availability.
- Be aware of performances of ECC players in representative and / or school games.
- Understand the Cricket Victoria pathway and opportunities for promising players.
- Proficient in use of MyCricket functionality relevant to playing and team selection.
- Proficient in use of Microsoft Excel and Word.

### Personal Qualities

- Effective communicator.
- Empathetic and discreet.



# Selection Coordinator

## Position Description

---

### Qualifications

- Preferred - Non-player.

### Expected Time Requirement

Approximately 75 hours per annum.