

Cornwall Women's Cricket Association (CWCA) Structure – Approved 18/11/15

Main Committee - 12 on the main committee with 3 Co-options

Chairperson – Fern Nicholls

Manage the Association and its committee
 Promote the Association, its purpose and values
 Communicate to the Secretary as required for meetings
 Manage the development of a whole Association plan annually
 Representative to the Cornwall Cricket Board

Secretary – Lowenna Roberts

Communicate to the Committee, Board and Other Associations
 Administration of the Association
 Promote the Association to the community
 Support sub committees as required
 Assist in seeking external funding
 Support the development of a whole Association plan

Treasurer - Angela Lewis

Manage the association funds accurately and securely
 Communicate to the Association and sub committees the financial status at meetings and the AGM
 Assist in seeking external funding
 Compile a long term and financial plan to support the Association and committee plans

Recruitment / Retention

Chairman – [Roger Hall]

[Purpose – To get more people, women volunteering and delivering and playing cricket)

Additional Officers

CACC Representative –
 CCCC Senior Women's County Coach –

Competition

Chairman – [Mark Mitchell]

[Purpose – To create a structure that allows all to compete at their level which is appropriately reported to raise the profile]

Additional Officers

CCCC Senior Women's County Manager –
CCL Representative –
CYCL Representative –
CSCA Representative –

Communications

Chairman – [Michelle Kent]

Purpose – To raise the profile of women's and girl's cricket with in Cornwall, clubs, schools, and community]

Additional Officers

CWCA Press/Media Officer –
 CCB Media Officer -

- Player Recruitment (New and Re-engage) into clubs and volunteer roles
- Club/School Links through C2S and other initiatives, Transition into clubs
- Creation of a sustainable workforce for CWCA and Association
- Signpost people
- Recruitment of Coaches
- Recruitment of Volunteers
- Strategies / Policies for participation

- Player Pathways
- Formats of Outdoor Leagues which are open to all (Participation/Retention & Talent)
- Format of Indoor Leagues which are open to all (Participation/Retention & Talent)
- Confirmation of Fixtures
- Confirmation of Results (Recording)
- To support the appointment of Officials in Women's fixtures

- Support for and Communication with Clubs
- Communication with Associations
- Generate insight for women and girl's cricket
- Seek Feedback from programmes
- Media Coverage - Press Coverage
- Grant Application
- Branding
- Sponsorship
- Generate Positive Feeling

Other Members of the CWCA

1. Cricket Development Manager (Advisory)
2. Director of Development (Advisory)

Guidelines for each sub-group:

- Each sub-group to meet (officially) a minimum of 4 times a year. (Number of meetings will vary between sub-groups, as will the timings of these meetings)
- All (official) meetings will need to be minuted, and those minutes provided for the next scheduled committee meeting.
- All sub-groups are required to report back to the full committee at every scheduled meeting. If the designated leader/chair of that group is not available, they may nominate a replacement to report to the full committee.
- Issues regarding any sub-group can be passed to that group's leader/chair or the chairman, by any member of the main committee, to discuss with that sub group.

Roles and Responsibilities for Officials Recruitment and Retention	Roles and Responsibilities for Officials Competition	Roles and Responsibilities for Officials Communication
<p align="center"><u>Chair – (Roger Hall)</u></p> <ul style="list-style-type: none"> - Manage the Sub Group and its committee - Develop and manage an annual delivery plan for the sub group - Report on progress to the main CWCA committee linking in to the Association plan - Promote the Association, its purpose and values - To work with other Associations to develop and deliver the Sub Groups responsibilities 	<p align="center"><u>Chair – (Mark Mitchell)</u></p> <ul style="list-style-type: none"> - Manage the Sub Group and its committee to deliver a framework of competition each year for all levels of ability to enjoy the game - Develop and manage an annual delivery plan for the sub group - Report on progress to the main CWCA committee linking in to the Association plan - Promote the Association, its purpose and values - To work with other Associations to develop and deliver the Sub Groups responsibilities 	<p align="center"><u>Chair – (Michelle Kent)</u></p> <ul style="list-style-type: none"> - Manage the Sub Group and its committee - Develop and manage an annual communication delivery plan for the sub group - Report on progress to the main CWCA committee linking in to the Association plan - Promote the Association, its purpose and values - To work with other Associations to develop and deliver the Sub Groups responsibilities for women’s cricket
<p><u>Representative to the CACC (Ashley Bridges Deputy Hannah Grice)</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA recruitment and Retention Sub Committee - To sit on the CACC committee as the CWCA’s representative acting as the link between the two associations - Drive the recruitment and retention of women coaches in the county and make sure they are supported and given opportunities - Identify talented players and role models for positions within coaching - Support Club coaching through sharing best practice 	<p><u>CCCC Senior Women’s Manager/(Deputy) – Colin Phillips</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA Competition Sub Committee - To sit on the CCCC committee as the CWCA’s representative acting as the link between the two associations and promote/champion Women’s Cricket - Support the coordination of the fixture programme to ensure the right competition is being played at the right time for the right level of player, making sure players are supported and given the best opportunities 	<p><u>CWCA Press/Media Officer (Sophie Richards)</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA Communications Sub Committee - To promote key activities and data, so to enhance the feeling and knowledge of the CWCA and activities - Support the coordination of the fixture programme to ensure the right amount of coverage is given at the right time - Support the creation of social media and newsletter material that will help to promote the outcomes of the sub group.
<p><u>CCCC Senior Women’s Lead Coach – Matthew South</u></p> <ul style="list-style-type: none"> - Identify talented players who can be nominated into the senior squad. - Identify talented players who can be nominated into coaching from the club and girls game - Share best practice within the female game to players and coaches to support the development of the coaching workforce. 	<p><u>Representative to the CCL (Colin Phillips)</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA Competition Sub Committee - To sit on the CCL committee as the CWCA’s representative and promote/Champion Women’s Cricket - Support the promotion of women’s cricket working with the communications sub group as and when needed - Support in the coordination of the whole competition plan for the women’s game making sure that women’s cricket is at the forefront of discussion and delivery. 	<p><u>CCB Media Officer (Mike Weeks)</u></p> <ul style="list-style-type: none"> - To actively support the CWCA in promoting the Association on the CCB website and through social media as and when asked - To act as support for the CWCA Media Officer - To promote the activities of the CWCA across all form of media to raise the profile of women’s cricket

<p><u>Co-Option – Left blank depending on needs of the Sub Group</u></p>	<p><u>Representative to the CYCL (Sandra Richardson)</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA Competition Sub Committee - To sit on the CYCL committee as the CWCA's representative and promote/Champion Girls Cricket development - Support the promotion of Girls cricket working with the communications sub group as and when needed - Support in the coordination of the whole competition plan for the women's/girls game making sure that girls cricket is at the forefront of discussion and delivery 	<p><u>Co-Option - Left blank depending on needs of the Sub Group</u></p>
<p><u>Co-Option - Left blank depending on needs of the Sub Group</u></p>	<p><u>Representative to the CSCA (Marilyn Richards)</u></p> <ul style="list-style-type: none"> - To actively sit on the CWCA Competition Sub Committee - To sit on the CSCA committee as the CWCA's representative and promote/Champion County Girls Cricket - Support in the coordination of the whole competition plan for the women's/girls game making sure that County girls cricket is represented giving the players the best opportunity to perform and reach their potential through competition - Support the promotion of County Girls cricket working with the communications sub group as and when needed 	<p><u>Co-Option - Left blank depending on needs of the Sub Group</u></p>