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RUPERTSWOOD CRICKET CLUB

BIRTHPLACE OF THE ASHES

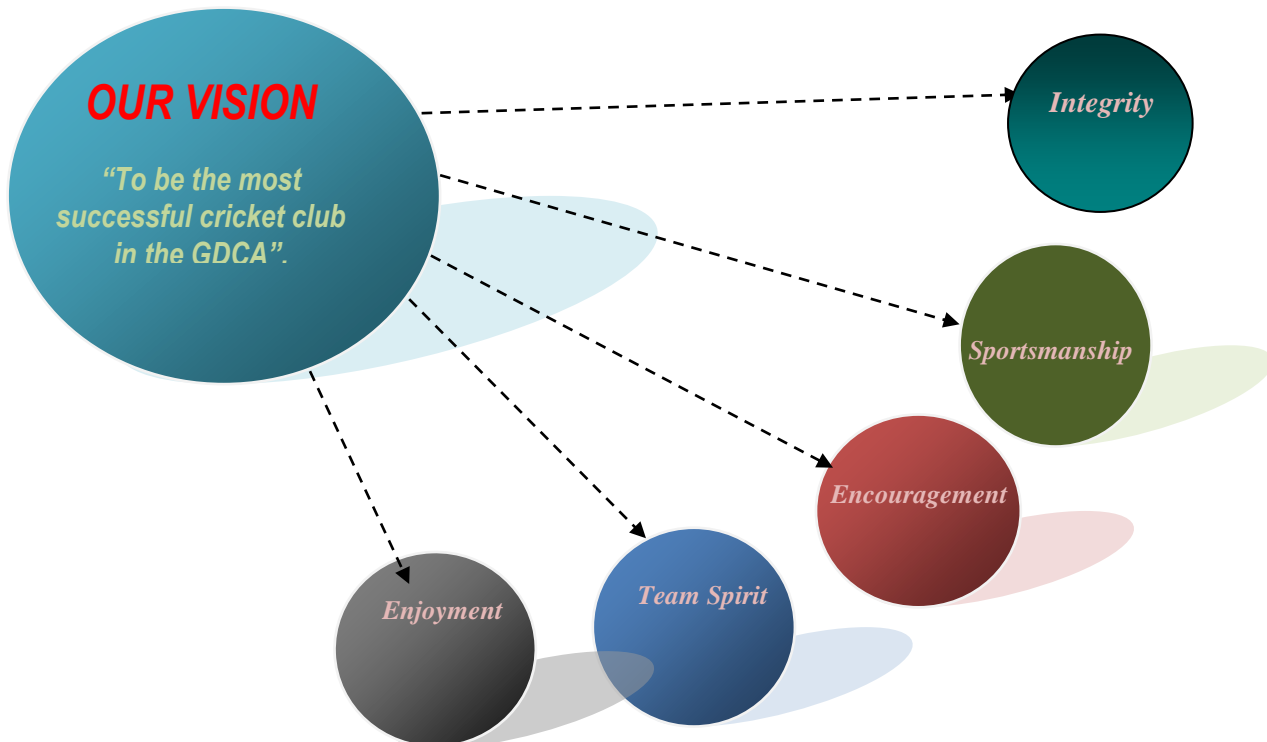
SUNBURY, AUSTRALIA

POSITION DESCRIPTION CAPTAIN

OUR MISSION

- *To provide an environment for participation, learning and success that is underpinned by the Salesian ethos, Rupertswood Cricket Club values and strong leadership.*
- *To foster youth, sportsmanship, excellence and professionalism on the field and in the community.*
- *Rupertswood Cricket Club will lead through the example of our committee, coaches and captains to ensure that we live our values with loyalty, pride and fun.*

VISION & VALUES





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Rupertswood Cricket Club Code of Ethics

Coaches, Captains officials and parents, by example of behaviour, hold an enormous influence over the youth of the community. The good conduct of all adult participants and teams is considered mandatory for the privilege of participation. The club seeks to implant in the youth of the community, ideas of good sportsmanship, honesty, loyalty and courage, so that they may be finer, stronger and happier youths who will grow to be good healthy adults. This objective will be pursued by providing fully supervised cricket matches upon the basis that the attainment of exceptional skill or the winning of matches is secondary in the moulding of future citizens.

“As a Leader of the team & Captain of a Rupertswood Cricket Club Senior team you are required to observe all Policies, Codes of Conduct, and ethics associated with this strong dynamic club and above all live the spirit of the game”.

Introduction

“Progress & Premierships”

RCC’s objective for the senior section for season 2016/17 is ongoing improvement across the board and the progression of the clubs 1st eleven into the McIntyre IX finals.

RCC currently has 6 senior teams registered and a young and talented developing player list, we had four teams participating in finals in 2015/16 with two premiers and another making the Grand final and we therefore meet the introduction of the new season with expectation.

Captains play a vital role in developing club culture and inspiring players to learn and perform at their best.

This Position Description has been prepared as a guide to ensure RCC captains are aware of their required responsibilities. The responsibilities that are detailed in this PD are intended to assist prospective Captains in their application for a Captaincy position, and also the Captain’s Selection Panel, as it makes its Captaincy recommendations to the Committee.

In addition, it is intended that this document will form the basis of the various review meetings between the Chairman of Selectors, Coaching panel and respective Captains throughout the season.

Position Objectives

It is the responsibility of the captain to ensure that the match is played according to the rules and traditions of the game. The captain is responsible for ensuring that the Spirit of Cricket is consistently upheld at all times by their players and team. Umpires decisions must not be



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questioned. In the lower grades if there is clear favouritism shown by the other side's "Umpire" then the Captain may exercise his right to stand that umpire down but only where it is clearly demonstrated that the spirit of the game is not being embraced and obvious cheating has occurred. Opponents must not be abused either by word or action and competitive banter restricted to what is allowed in the Spirit of Cricket. In such an event, and in the event of any kind of unsporting conduct by members of their team, it is the captain's duty to intervene immediately and stem the behaviour

The captain has a particular responsibility towards young players in his team and must be familiar with and implement GDCA league directives which concern young players. Particularly in lower teams, the captain must be careful not to focus entirely on the match result at the expense of neglecting the participation and development of young players.

In terms of attitude and sportsmanship, the captain is expected by the club to provide the best possible example to their team and consistently raise the expectation for them to do the same. No player should be berated for failure – this is usually counter-productive. Positive advice and encouragement will bring better results. Where players are not selected or dropped, bat lower in the order, or bowl fewer over's, the reasons for these decisions should be explained as soon as is possible to the player.

Leadership & Captaincy

- ✚ Provide strong leadership to the side so that it continually achieves positive results
- ✚ To at all times, set a high standard of sportsmanship on the field, and ensure that all team members adhere to it.
- ✚ Ensure Coaching staff & the Chairman of Selector's are provided with accurate, objective assessments of individual's playing performances.
- ✚ Participate in Selection Committee.
- ✚ Assist Committee and Coaching staff on an ad hoc basis as required.
- ✚ Ensure fees are collected at the conclusion of the match and given to the Treasurer or his representative.
- ✚ Maintain control of match equipment & scorebook.
- ✚ Actively participate in scheduled review meetings as arranged by the Cricket Manager.
- ✚ Assist with after match reports and player presentations
- ✚ Be available to captain all club games for their designated side
- ✚ Develop a close working relationship with players, coaches and chairman of selectors to ensure that strong player interrelationships are formed.
- ✚ Model non-discriminatory practices in all captaining activities.



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- ✚ Ensure match scores and documentation is provided to the Association as required.
- ✚ Clearly and regularly communicate with players regarding expectations, performances, strategies for improvement, Club events, etc.
- ✚ Address their side game day plan and address team before, during and after games.
- ✚ Ensure warm up activities are undertaken before the commencement of the game.
- ✚ Lead positively and confidently on field in accordance with “the spirit of cricket” and have the respect of players and control of the game.
- ✚ Develop players to fill roles and Aim for highest possible level of cricket within the club to advance the 1st progression to a premiership by maintaining a healthy level of competition at the top level.
- ✚ Facilitate a trademark of success and enjoyment and contribute to the development of a unique and admired club culture.

Assisting At Training

- ✚ Maintain discipline and follow up players warm up pre-training (Build the expectation from the start).
- ✚ Captain net session for sides they are responsible for.
- ✚ Be responsible for identifying talent and implementing programmes for the development of all players, including the development of a heightened game awareness
- ✚ Liaise with selectors, specialist coaches and support staff to facilitate the development and success of players.
- ✚ Assist Coaches to supervise individual player practice sessions as required
- ✚ Assist Coaches to organise and direct team and individual practice activities
- ✚ Provide direction to and monitor and develop of players discipline enthusiasm and standards at practice
- ✚ Advise of player availability for games build expectation of training attendance and standards
- ✚ Attend all training sessions at least 15 minutes prior to the commencement of training where possible.

Continual Improvement & Player Development

- ✚ Participate in weekly team performance reviews with senior coach other team captains and chairman of selectors and provide constructive feedback and comprehensive analysis for ongoing improvement



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Personal Performance

- + Need to be solid and consistent.
- + Need to be team orientated.
- + Need to be punctual and reliable
- + Need to have an understanding of the nuances of the game.
- + Need to understand field settings and communicate with bowler
- + Needs to impart experience to players to develop game sense
- + Need to provide feedback in a positive constructive sense and not be critical but impart expectation on the field.

Commitments

- + Actively participate in scheduled review meetings as arranged by the Chairman of Selectors
- + Facilitate match reports to commence by 7:15pm and assist with after match presentations
- + Attend designated league functions as requested
- + Attend entirety of pre-season and Tuesday and Thursday practice sessions.
- + Attend Thursday night selection and announcement of teams.
- + Attend special and social functions (e.g. Rectors Crusaders & 20/20 games, Calcutta, trivia night, presentation night etc.
- + Provide input into the updating of the club home page website as required
- + Update communication of club multimedia as required

Team Selection

- + Liaise on a regular basis with the Chairman of selectors and coaching panel regarding team selection representative players, player pathways and promotion prospects
- + In consultation with the chairman of selectors ensure continuity of selection for all senior players between levels and facilitate the expectation that all players play at a level consistent with their abilities that challenges improvement.
- + Be responsible for recommendations to the Chairman of selectors for their own side.
- + Make submissions for player awards, including CDCA match report best players



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Occupational Health & Safety

- ✚ Ensure that due care is taken to protect public persons and property during training
- ✚ Undertake ground risk assessments as required
- ✚ Administer first aid and follow established injury management procedures in the event of a player injury.
- ✚ Diffuse potentially volatile situations during matches

Diversity & Equity

- ✚ Undertake all captaining duties with an awareness of and sensitivity to diversity and equity for all players.

1. CLUB RELATIONSHIP:

Reports to:	Chairman of Selectors Senior Coach & Coaching Panel
Captains	Respective Sides
Directs	Players
Internal Liaison:	Player Families Supporters Sponsors
External Liaison:	Umpires & GDCA Representatives

Qualification & Experience

- ✚ Ability to captain at level required
- ✚ Ability to perform consistently at playing level



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Key Selection Criteria

Mandatory

- + A demonstrated ability to lead
- + A comprehensive knowledge of contemporary field settings.
- + Highly developed knowledge and understanding of cricket and the rules and its culture.
- + Good people management skills
- + Demonstrated ability to lead
- + Strong organizational skills.
- + Excellent planning and organisational skills
- + Ability to monitor and evaluate own performance.

Desirable

- + Good batting or bowling skills demonstrating consistent performance during career

If you are thinking of becoming a captain, consider this 'job description' as a checklist to all you have to do

SIGNATURE PAGE

This is to certify that the position description has been drawn up/reviewed by both employee & Committee.

..... **Date** / /
(Captains signature)

..... **Date** / /
(President's signature)



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Game Day Checklist

Below are listed a number of captain's match day responsibilities. Most of them relate to home matches. A captain has much to do on match days and it is recommended that as many of these tasks as possible be delegated to other team members. It must, however, be stressed that the responsibility for seeing that they are done remains with the captain.

Before Match Days

- ✓ Organise players to bring afternoon tea to home games
- ✓ Ensure all selected players are aware as early as possible where they are playing and when you expect them to be there.
- ✓ Ensure that you have contact details for all players under your captaincy.
- ✓ Be prepared to make practical arrangements for players where needed including provision of meals and transportation to matches.
- ✓ Ensure you have GDCA match report book, scorebook, match balls and sufficient spares.
- ✓ Ensure in advance that stumps, bails, bowler's markers, fielding markers, and boundary markers are present for home games.
- ✓ Open changing rooms if required
- ✓ Ensure that first aid kit is present.
- ✓ Place stumps and field markers, scoreboard, table and chairs for scorers.
- ✓ Ensure wickets are swept and bowlers run ups suitable for play
- ✓ Ensure you have spare balls just in case of lost balls
- ✓ Greet opposing captain and team and umpires on their arrival and explain changing & tea arrangements.
- ✓ Ensure umpires/scorers ect are invited in for afternoon tea at home games
- ✓ Delegate scorers/umpires in advance as necessary and rotate as required.
- ✓ Make arrangements for provision of drinks during both innings.
- ✓ Collect and document ball/umpire fees before tea.
- ✓ Ascertain and document player availability for next fixture(s)
- ✓ Ensure your players allow visitors to get their teas first!
- ✓ Discuss game plans batting orders and expectations for today's game.
- ✓ Report and follow up with chairman of selectors any late arrivals or changes to the side
- ✓ Assess including the pitch, weather and abiding GDCA rules.



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- ✓ Decide whether to bat or bowl and toss the coin with opposing captain in the presence of the umpire.

During Match

- ✓ Analyse strengths and weaknesses of opposition, and prepare to implement interventions in accordance with nuances of the game.
- ✓ Calculate bowling changes based on conditions and match situation.
- ✓ Set the field for each batter in combination with your bowlers and observations of hitting zones and strengths and weaknesses.
- ✓ Maintain the talk within the field (Don't use clichés make it a rule)
- ✓ Announce to the team and welcome opposing Captain to the wicket
- ✓ Able to encourage high levels of enthusiasm in fielders and bowlers at all times.
- ✓ Be willing to listen to players advice and provide feedback if it's not taken
- ✓ Keep high levels of concentration on captaincy as well as your own skills and how our players are dismissed for latter feedback.
- ✓ Keep and not let a situation get out of control. (Don't panic follow your hunches)
- ✓ Remain Calm in tense situations.
- ✓ Stem in appropriate behaviour
- ✓ Have a 'play to win' attitude, fighting to the last ball.
- ✓ Maintain the Spirit of the game and make it fun

After Match

- ✓ Ensure that all players shake hands with the opposing teams and umpires.
- ✓ Keep the match balls and spares. Organise players to retrieve scorebook and match report book (Home Games). Retrieve and put away stumps, bails, field and boundary markers, scoreboard, table and chairs / close and lock door if required.
- ✓ Organise players to remove any litter, bottles, glasses etc. from pitch surroundings. Remove all litter, food, bottles, glasses etc. from home and away changing rooms.
- ✓ Sweep out home and away changing rooms. Ensure all lights, showers, in both changing rooms are switched off. Ensure all kit is removed from changing rooms.
- ✓ Ensure all windows are closed and secured and all doors closed and locked
- ✓ Complete result sheet and ensure that it is brought back to the clubrooms for match reports.
- ✓ Attend oppositions rooms after match (We would expect that of them)