



The **International Cricket Council** wishes to appoint a

Media & Communications Officer

The International Cricket Council (“ICC”) is the global governing body for the sport, which administers all aspects of international cricket. The Strategy and Communications team provides leadership in promoting the global game. The role will be based at our headquarters in Dubai, and preference will be given to candidates who are already based in the United Arab Emirates.

We are currently looking for a Media & Communications Officer to join the Strategy and Communications team and support the delivery of the ICC’s media relations and corporate communications objectives.

Principal Accountabilities

Responsibilities of the Media Officer will include but are not limited to the following:

- Project management and editing of ICC publications, including Annual Report, Handbook and event publications and management of photo library
- Drafting media materials including media releases and website content
- Supporting other members of the team with the implementation of marketing, PR and communications plans and programmes around ICC events, properties and initiatives
- Development and placement of stories through social media channels and traditional media outlets
- Management of database of media and communications contacts
- General support of media relations team

Knowledge, Skills, Attitude and Experience

- A minimum of 2 years relevant experience in media relations, communications or the media industry is highly desirable
- Excellent communication skills including proven writing ability
- Experience writing reports, media materials and producing presentations
- Understanding of new media, its production processes and potential as a communications platform
- Experience in producing and editing publications
- Understanding of TV and radio and experience of producing content across both mediums
- Computer literate with good administrative, project management and organisational skills
- Degree in relevant discipline - desirable (or equivalent relevant experience)
- Video and audio production skills – advantageous



- Strong network of media contacts – advantageous
- Familiarity with cutting-edge communications technology – advantageous
- Ability to multi-task, prioritise and deliver projects on time and on budget
- Passion for sport and understanding of cricket
- Experience of working with people from different cultures
- Good team player with flexible approach and ability to work creatively on own initiative

Conditions of employment

- The position is based in Dubai and will report to the Head of Communications.
- The role will be predominantly office based with the potential for periods of travel during ICC events subject to the performance and competencies of the individual.
- The selected candidate to furnish two work references including one from his current/latest employer.
- Compensation offered will be commensurate with qualifications and experience.

If you feel that you can meet the challenge, please email your CV with a covering letter detailing your current salary and benefits and expectations to: recruitment@icc-cricket.com.

The last date of responding to this advert is 15 December 2011. Due to the expected overwhelming number of high quality applicants only shortlisted candidates will be contacted.