



Position

Head Tennis Professional

Primary Function

Assist the Director of Tennis in all aspects of the operations. Core duties will include planning and conducting tennis lessons and clinics for adults and juniors of all ages and levels, running the pro shop, stringing rackets, assist in organizing, set up and running social events and tournaments. Must also be active in attending tennis committee and staff meetings regularly and contribute information to the newsletter.

Essential Duties & Responsibilities

- Supervise all tennis play at the facility
- Supervise club/facility equipment and the maintenance thereof
- Provide competent tennis instruction to all groups/levels of players
- Supervise personnel (i.e. assistant pros, shop personnel, maintenance staff)
- Enforce club/facility's rules and regulations governing the use of the facility and its equipment
- Operate and maintain a reputable pro shop, featuring quality products and services
- Maintain close relationships with other club professionals (i.e. fitness and concessions)
- Devote reasonable amount of time playing tennis with members regardless of their tennis abilities
- Enthusiastically encourage tennis participation by planning events to promote both the sport and also fellowship within the club

Knowledge, Skills, and Abilities

- A skilled tennis player, with a deep knowledge of the sport
- Strong ability to get along with people in a diverse population
- Consistent in meeting deadlines
- Ability to multitask
- Capable and efficient in regards to conflict resolution with employees and members
- The knowledge necessary to manage a budget of a large tennis club/facility