



Job Description

Position Title: Tennis Professional
Department: Tennis Center
Direct Report: Adult or Junior Head Tennis Professional
Status: Full-Time

Basic Functions

Reporting directly to the Adult or Junior Head Tennis Professional, the Full-Time Tennis Professional provides instructional aspects for all functions related to our racquets programs. They work to ensure efficiency in all programs, clinics and special events that are hosted by Tennis Memphis. Plan, manage and perform all administrative and clerical tasks necessary for the instruction of our racquets programs at Tennis Memphis.

Major Job Responsibilities

- Instruct and administrate new and existing racquet programs.
- Oversee registration and class size management for racquet programs.
- Develop and maintain a personal strategic plan for growth for racquet programs.
- Be engaged and willing to be staffed for any and all racquet programs.
- Teach group and private racquet programs as needed.
- Consistently demonstrates leadership behaviors aligned with Tennis Memphis values.

Qualifications

- Minimum 3 years of experience required in the racquet industry.
- Experience with program and individual training growth.
- Experience with all levels of racquet instruction from youth to seniors.
- Outstanding organizational and administrative skills.
- Ability to create, develop, and oversee new and existing programs.
- A passion to create a memorable customer experience for our clients.
- Certified by USPTA and/ or PTR

Customer Experience Statement

Our number one goal is to provide outstanding customer experiences. Every Tennis Memphis employee is expected to be a good listener, knowledgeable, friendly, professional, helpful, and willing to go the extra mile.

Physical Requirements

Office is located at Leftwich Tennis Center. Regular communication and contact with employees and members. Repetitive keyboard activity and sitting at computer; standing and moving around the facility for extended periods of time.