



# CRESCENT BEACH SWIMMING CLUB

<b>Job Title:</b> Tennis Coach
<b>Club/Discipline:</b> Crescent Beach Swim Club - Tennis
<b>Application Deadline:</b> January 15 <sup>th</sup> , 2015
<b>Note:</b> Offer letters will be sent late February to early March
<b>Location:</b> South Surrey – Crescent Beach Swim Club
<b>Availability:</b> July 6 <sup>th</sup> – August 30 <sup>th</sup> – Monday – Friday July 4 <sup>th</sup> and August 29 <sup>th</sup> – For special events (Club registration day and award ceremonies) Training prior to July 4 <sup>th</sup> – dates TBD Must be available during statutory holidays
<b>SUMMARY</b>
To deliver a quality and fun tennis coaching program to both adults and children of all abilities
<b>RESPONSIBILITIES</b>
The responsibilities include but are not limited to: <ul style="list-style-type: none"><li>● Present a professional appearance and attitude at all times, and maintain an excellent standard of customer service</li><li>● Assist in the preparation, organization and delivery of a weekly lesson plans and tennis programs</li><li>● Ensure Health and safety is to the highest standard both on and off the courts</li><li>● Take personal responsibility for the security and upkeep of training equipment</li><li>● Work as part of a team to set up, pack up, and proactively provide assistance as necessary</li><li>● Supports Head Coach and Assistant Head Coach in all aspects of the Summer Tennis Program, including, group and private lessons, 'Leaders' program and the end of summer week-long club tournament</li><li>● Assists with the 'Leaders' program</li><li>● Liaison with the CBSC tennis committee as required</li><li>● Participate in and represent the tennis program at club activities (i.e. Footraces, Dances, etc.)</li></ul>



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## QUALIFICATIONS

- Tennis Canada Certified Instructor
- Advanced tennis player with experience playing competitive tennis
- Strong people and communication skills
- Interested in teaching tennis lessons to children and adults from ages 4 and up
- Previous enrollment in CBSC Tennis lessons and league programs preferred
- Previous customer service experience
- Knowledge of current Tennis development techniques and practices
- Ability to work well within a team and maintain effective working relationships.
- Able to work on own initiative and follow verbal and written instructions.

***Applications should submit a resume and cover letter to [cbsc.tennis@gmail.com](mailto:cbsc.tennis@gmail.com)***

***NOTE:*** This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.