



**CRESCENT BEACH SWIMMING CLUB**  
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**November 2023**

**To: 2024 Tennis Leaders & Coaches Applicants**  
**From: Tennis Hiring Committee**

Thank you for your interest in becoming a CBSC Tennis Coach. Attached is the information you need to apply for the Summer of 2024.

We will not be sending a reminder so please note the important dates in your calendar.

CBSC Tennis Coach positions are for an eight week period: **June 28, 2024 to August 25, 2024.**

This position requires a commitment for the entire eight weeks. If, after submitting your application, circumstances arise which will impact your ability to meet the eight week commitment, it is imperative you notify us as soon as possible.

In addition, CBSC coaching positions require participation in a variety of fun events and tournaments. Applicants should be prepared to be available weekdays, weeknights, and weekends.

Applicants are required to complete their Tennis Coach certification, including Standard First Aid Certification before the start of the summer, June 28th 2024. Please contact us if you anticipate any issues with this timeline.

Please email us with any questions regarding the application, certifications, or upcoming 2024 program.

We will be contacting applicants to arrange an interview after January 15, 2024.

Thank you,  
CBSC Tennis Hiring Committee  
[tennishiring@cbswimclub.ca](mailto:tennishiring@cbswimclub.ca)

## 2024 CBSC Tennis Coach Application Information

Applications for a 2024 Tennis Coaching position are required by email to **tennishiring@cbswimclub.ca** by end-of-day on **January 15th, 2024**.

Applications must include your resume and a cover letter (details below).

Your application will be considered by the Tennis Hiring Committee and will be primarily based on the following criteria:

1. Qualifications/Certifications
2. Tennis experience (CBSC and related)
3. Past involvement with CBSC
4. 2023 Coach or Leader evaluations
5. Your level of play
6. The number of summers previously worked for CBSC

*Preference will be given to applicants who have greater past participation at CBSC.*

*We are looking for energetic individuals who are enthusiastic about working with children, demonstrate skill in keeping children engaged and display positive role model behaviour.*

Your cover letter should include the following:

- Age and date of birth
- Level of tennis play
- Number of years as a Leader and/or Coach at CBSC
- The year Standard First Aid and Coaching Certification were completed.
- Contact information:
  - Mailing address
  - Cell phone number
  - Email address

**NOTE!** The above email address **MUST** be an address you have direct access to on a daily basis. There is an expectation that coaches check email every day during employment at CBSC.

Tennis coaches 19 years and older before June 30, 2024 will be required to complete a criminal record check.

**All applications must be received by January 15th, 2024**