



WHITE MANOR
COUNTRY CLUB

Head Racquets Pro – Job Summary

White Manor Country Club is one of PA's top private clubs. The racquets program is growing fast with 6 Har-Tru tennis courts and 2 Paddle Courts with expansion on the way! The Head Racquets Professional is a Full-Time position teaching tennis in the summer months and paddle in the winter months. They will work with and report directly to the Director of Racquets. They will be responsible for interacting with members through teaching lessons and clinics, promoting programs and guiding equipment selections. Member satisfaction and on-court teaching is the Head Professional's primary responsibility.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Teaches tennis and paddle private lessons, junior programs, adult programs, and team practices.
- Helps promote and run Round Robins, Adult and Junior Events and Team practices.
- Fills classes and supervises programs as assigned.
- Markets and promotes clinic programs and private lessons as well as all other club events.
- Stays up to date with industry teaching developments and incorporates them into teaching.
- Follows lesson curriculum as determined by the Director of Racquets.
- Promotes and assists members with selection of all Pro Shop items.
- Assists with pro shop inventory, sales and purchasing input.
- Assists with court maintenance when needed.
- Completes other duties as assigned by the Director.
- Works 6 days during the week on busy months
- Run / organize Men's / Women's nights
- Attend ladies tennis and paddle matches / provide coaching during
- Create more organized socials / events

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Computer skills – Word, Excel, court booking and email response time
- Excellent communication skills relating to members, tennis staff and clubhouse employees
- Highly motivated and proactive, with the ability to think creatively
- Proven teaching ability with adults and juniors
- Professional tennis experience

REQUIRED EDUCATION, CERTIFICATIONS AND EXPERIENCE

- USPTA or PTR certification
- Must complete Paddle Certification

Competitive Compensation and Benefits

White Manor Country Club will offer an attractive and competitive compensation package to include

- A base salary, lesson and clinic income with bonus available
- Full health Benefits and 401K

Resumes can be sent to the Director of Racquets Steve MacGregor at
smacgregor@whitemanorcc.com

