



ROXBURY SWIM & TENNIS CLUB PLATFORM TENNIS PROFESSIONAL

Overview:

The Roxbury Swim & Tennis Club (RSTC) was established in 1958. The club is located close to the Den Road exit on the Merritt Parkway in Stamford, CT. Set on 23 beautiful wooded acres, RSTC features tennis and aquatics activities in the spring and summer, and an active platform (paddle) tennis program during the fall, winter and spring.

RSTC's 450+ membership units enjoy 8 outdoor Har-tru tennis courts (4 with lights), 4 lighted platform tennis courts, an 8-lane outdoor swimming pool, a wading pool with splash pad features, a playground for children, a year-round racquet sports pavilion, and a seasonal pool pavilion. The Club has recently received zoning approval to build 4 outdoor pickleball courts, with construction starting this summer.

Job Description:

We are seeking an experienced Platform Tennis Professional with expertise in leading paddle activities for an active racquet sports club. The position is a seasonal independent contractor, starting on or around September 28, 2024 and ending on or around April 6, 2025. The ideal candidate will have experience teaching adult and junior players, coaching team players, organizing social events, and running tournaments.

The Platform Tennis Professional is responsible for the overall operation of the paddle tennis department, including programming and staffing. The Platform Tennis Professional is a highly visible position requiring strong presence, leadership and communication skills with both members and staff.

The general roles and responsibilities include, but are not limited to:

- Finalizing the seasonal paddle tennis program a minimum of 30 days prior to the start of the season.
- Organizing & scheduling lessons, clinics, round robins, tournaments, fun social events, team events, and other paddle related activities to maximize member's enjoyment of the sport.
- Developing and managing a strong after school junior player paddle tennis program.
- Hiring assistant paddle tennis professionals as needed.
- Communicating paddle tennis information with Club members in a timely manner via Roxbury's website, email, on-site activity boards, word-of-mouth, social media, etc.
- Providing private/group paddle tennis lessons and clinics to both adults and children of varying skill levels, and overseeing lessons taught by assistant paddle tennis professionals.
- Developing and introducing a fair and equitable way to manage annual adult paddle team player selection, movement, partnerships, and lineups.
- Supporting the women's paddle team captains by coordinating player evaluations, setting interclub match line-ups, providing post-match feedback to the players, etc.
- Supporting the men's paddle team captains by coordinating player evaluations and helping to schedule players who are interested in participating in weekly evening practice round robins.
- Providing weekly practice clinics to those adult paddle teams that request them. Roxbury fields 2 women's team in the Thursday morning league, 1 women's team in the Friday morning league; 2

men's teams in the Saturday morning league, 3 teams in the Sunday morning league; 2 men's teams in the Thursday evening league, and 1 women's team in the Tuesday evening league.

- Meeting paddle tennis budget objectives.
- Providing documents and reports to the General Manager, including successful and/or unsuccessful programs to be used as a reference tool in future event and calendar planning.
- Managing and overseeing a small retail operation (primarily balls and paddles).
- Overseeing department POS operations to ensure accurate member billing and accurate sales/activity reports.
- Scheduling and supervising assistant paddle teaching professionals.
- Working with the Club's maintenance staff to ensure the paddle tennis courts are safe and clean.
- Enforcing all Club's rules and regulations governing use of the facilities and sportsmanship.

Desired Candidate Qualifications:

The ideal candidate should be an engaging and polished professional with a minimum of 3 years of progressive leadership/racquet sport management experience in (preferably) a private member-owned Club. A head professional or first assistant at a successful club and racquet sport program will be considered.

Experience:

- Exemplary communication (both written and spoken) and interpersonal skills.
- A proven ability to attract, hire, develop, and lead a high performing team of professionals.
- A verifiable motivator and leader who can bring out the best in others by setting clear goals and expectations.
- Someone with a history of innovation, and a champion of new ideas and initiatives, looking to consistent improvement of member experiences and operational efficiency.
- The candidate will exhibit excellent organizational, technological and time management skills, and have strong playing competency in platform tennis.

Personal Attributes:

The candidate must have the following personal attributes...

- Has personal character and charisma.
- Leads, and works well with others.
- Has keen problem-solving skills and strong time management abilities.
- Has a strong operational management record.
- Is a mentor to his/her staff and can assemble talented assistant professionals.
- Has the entrepreneurial spirit to create new programs and respect what currently works for the RSTC paddle tennis program.
- Possesses high energy and a genuine desire to interact actively with the membership on a professional and hospitable level.

Educational & Certification Qualifications:

The ideal candidate should have earned a college degree – or has equivalent/relevant working experience – and ideally holds certifications with PPTR or PPTA for platform tennis.

Compensation:

Salary is open and commensurate with qualifications and experience.

To apply for this position, please send a resume to gm@roxburyclub.com by Friday, July 12, 2024.