



Head Racquets Professional

Glen View Club in Golf, Illinois is seeking a full-time Head Racquets Professional. GVC is located just north of downtown Chicago, and is home to 6 hydro clay tennis courts, 6 platform tennis courts, and 4 pickleball courts. GVC has a deep history of racquet sports, particularly with platform tennis (paddle), as the club was one of the first facilities in the Chicago area. GVC is host to national paddle tournaments, including the annual Chicago Charities Grand Prix, and the APTA National Championships when the tournament is held in the Midwest.

The Head Racquets Professional works directly with the Director of Racquet Sports in every aspect of the program. The spring/summer/fall is active with tennis and pickleball, and the fall/winter/spring seasons are busy with paddle. The Head Pro is an integral part of the junior program, along with ladies' teams and men's drills. Outside of on-court responsibilities, the Head Pro is very involved in event planning, pro shop management, marketing and promotion of program items, and day-to-day needs of the program.

Position Summary

The ideal candidate will have a passion for the job, including teaching, event and administrative duties, and the ambition for a career in the racquet sports industry. Key job responsibilities include, but are not limited to:

- Provide group and private instruction for all racquet sports and for all ages and abilities.
- Lead much of the junior racquet sports programming, including summer camp.
- Assist with ladies team drills, along with general men's and women's clinics.
- Assist with various racquet sports events throughout the calendar year.
- Assist with court maintenance and general tidiness of the racquet sports facilities.
- Help manage tennis and paddle pro shops, including sales and record keeping.
- Available to watch and provide coaching feedback on team match play competition.
- Maintain weekly club correspondence and marketing communication as required.
- Accomplish specific administrative tasks as needed.
- Assist with junior travel matches, including traveling to matches as needed.
- Assist with creating summer staff schedules as requested.
- Racquet stringing and repair.
- Attend all staff and committee meetings when asked to do so.
- Ensure that all club members and guests receive courteous, prompt, and professional attention to all racquet sports needs at the club.
- Maintain a professional demeanor on a daily basis, including a professional appearance, timely arrival to all on and off-court duties, and a general enthusiasm for the job.

Education and Certifications

- College degree from a 4-year accredited university is preferred.
- Certified as RSPA (USPTA) and/or PTR is preferred, or progressing towards membership.

Experience and Skills

The ideal candidate will have prior teaching experience in the racquet sports industry. Candidates who have worked at private clubs, specifically as an Assistant Professional or Head Professional, will be seriously considered. Key personal skills that are expected include, but are not limited to:

- Competitive playing background in tennis and/or platform tennis, ideally 5.0 ability or above.
- Racquet stringing and racquet repair.
- Clay court maintenance, and general racquet sports facility maintenance.
- Passion for the job, resulting in a motivated member of the staff every day.
- Able to build relationships with staff and membership to foster a welcoming club environment.
- Seeking to grow personally and professionally through self-development.
- Strong in the areas of communication, organization, and time-management.

Ultimately, the ideal candidate will embrace all aspects of the position, and is seeking a lifetime career in the racquet sports industry. The primary motivation for this candidate should be to provide GVC with a passionate and hard-working employee. The secondary motivation for this candidate should be to grow and learn in the position, with the ultimate goal of advancing to a Director of Racquet Sports position, which is a unified goal with the current Director of Racquet Sports and GVC.

Salary and Benefits

Compensation includes a competitive salary, along with commission rates for private instruction, group clinics, and racquet stringing. Club provided benefits include medical, dental, and vision, along with 401k match after one year of employment.

How To Apply

Interested candidates should send a resume and cover letter to:
Andrew Buchholz, Director of Racquet Sports
andrew@glenviewclub.com