

BY THE NUMBERS

CLUB TYPE: MEMBER-OWNED PRIVATE CLUB

YEAR-ROUND POSITION: YES

TOTAL TENNIS COURTS: 7

CLAY COURTS: 6

PICKLEBALL COURTS: 1
HARD COURT

TOTAL MEMBERSHIP: ~600

ACTIVE ADULT PLAYERS: 50+

ACTIVE JUNIOR PLAYERS:
110+

LADIES LEAGUE TEAMS: 2-3

MINIMUM YEARS
EXPERIENCE: 5+

CONSIDER FIRST TIME
DIRECTOR: COMMENSURATE
ON EXPERIENCE

ASSISTANT PROS: 2

INSTRUCTIONAL REVENUE:
\$150,000

PRIVATE LESSON RATE: \$75

RELOCATION ASSISTANCE:
YES

EMPLOYEE BENEFITS:
HEALTH, DENTAL, VISION,
401K

DIRECTOR OF RACQUETS GLEN VIEW CLUB CHICAGO, IL

The Opportunity

Glen View Club is hiring a Director of Racquets (DoR) who will have responsibility for the club's three racquet sports - tennis, paddle, and pickleball. The DoR will work closely with the Racquets Committee and the committee Chair, and will report directly to the General Manager.

The Club

Set on 200 acres of bucolic rolling terrain, Glen View Club is located just 15 miles from the heart of downtown Chicago in the historic Village of Golf. Established in 1897, Glen View Club is one of the oldest clubs in the Chicago area and has one of the country's earliest 18-hole golf courses. Glen View's rich history is prominently displayed in its beautiful buildings and grounds.

A century-old, grand Scottish Tudor Clubhouse commands dramatic views of the William Flynn designed golf course, laid out over hills gently sloping toward a picturesque river. Glen View Club has been the proud host to the US Amateur (1902), the US Open (1904), five Western Opens and more recently, three National Platform Tennis Championships.

The Racquets Program offers members six Clay Tennis Courts, one Hard Tennis Court (also shared with Pickleball), six Paddle Courts, including a Pro Shop, Locker Rooms, and a Warming Hut. Plans include the addition of four permanent Pickleball Courts.

The Location

Chicago is among the largest cities in the US, and the most populous city in the state of Illinois. The city is an international hub for finance, culture, commerce, industry, education, technology, and transportation.

Chicago has been named the Best Big City in the US by Conde Nast Traveler for the past six years running. Famed for its bold architecture, Chicago has a skyline punctuated by skyscrapers such as the iconic John Hancock Center, 1,451-ft. Willis Tower (formerly the Sears Tower) and the neo-Gothic Tribune Tower. The city is also renowned for its culinary scene, museums, and a robust performing arts industry.

Position Overview

Essential Functions and Expectations

This Director is responsible for the design and execution of member tournaments, social mixers, and special events, with a primary focus on



planning and delivering all Tennis, Paddle & Pickleball programs in a fun, enthusiastic and member-focused atmosphere.

Essential functions of the position include:

- Encourage play by proactively and regularly reaching out to members to encourage and facilitate participation.
- Manage and proactively provide a variety of consistent communication options to the membership.
- Demonstrate a high degree of personal visibility and member interaction.
- Program activities that are responsive to the family structure of Glen View Club.
- Ensure thoughtful scheduling of junior programs, particularly during summer season, so that member parents can conveniently utilize other areas of the club while children are actively engaged with the racquets program.
- Develop/Implement a comprehensive set of racquets programs and calendar of events for learning, social engagement, and competitive play to appeal to members/families of all ages and abilities. Ensure that all programs are periodically refreshed with innovative approaches to learning, social events, and competitive play.
- Proactively engage new club members to ensure a seamless integration into the club's racquets program.
- Provide clinics, drills, and lessons at appropriate levels of play.
- Maintain, and then continue to develop a successful Junior program, including a summer camp, the schedules for which are coordinated across other club departments for member convenience and efficiency and to maximize member engagement and participation.
- Organize and implement inter-club league play, and intra-club play, work to increase participation in leagues, and maintain clear and timely communications with team captains and players.
- Attend select home interclub, lower-level league matches and provide feedback to team members
- Introduce and develop a comprehensive Pickleball program.
- In coordination with the racquets committees, Proactively plan, organize, and implement social events as appropriate, in cooperation with the racquets committee.
- Hire, supervise, and mentor assistant professionals to ensure a consistent and professional level of service and the highest level of instruction.
- Oversee and supervise court maintenance and maintain facilities and grounds ensuring cleanliness and safety.
- Oversee and ensure compliance with all club policies and rules.
- Operate and manage the department within budget. Develop an annual operating budget and updating of the club's capital plan for racquets



- Ensure accurate posting of member charges and oversee sound department accounting practices.
- Oversee and manage the pro shop (option to own) and increase inventory offerings to ensure availability of a variety of racquets, paddles, apparel, and accessories that provide high value for members.
- Assist with hosting local and national events the club may seek to host

Qualifications: Personal Traits / Experience / Education / Certification

- Provides leadership and accepts accountability for the success of the department while demonstrating professionalism and a commitment to member service in all actions.
- Responsive to member needs, creating an environment that enhances the member experience through evolving programs and events that are designed to delight members.
- Respects the history of the Club, its culture, and its strong family orientation.
- Demonstrates enthusiasm for all racquet sports; maintains the interest of existing racquets players and creates excitement among potential new players. Of all ages
- Creates and nurtures a welcoming atmosphere where all interested members can participate, learn, improve, and connect.
- A tennis and paddle player who understands the game, and who also has the ability to teach members of all abilities, including new players.
- Career experiences which demonstrate integrity, accountability, maturity, logical thinking, authenticity, strong communication skills and natural enthusiasm.
- Operationally skilled and experienced in business operations, budget management, and human resource management.
- Willingness to work collaboratively with the racquets committee and General Manager, process member feedback, and accept suggestions to improve programs.
- Strong verbal and written communication skills as well as a true love for people, hospitality, and racquet sports.
- Inspires and motivates others to perform at their highest level.
- Identifies and resolves problems in a timely manner.
- USPTA Elite or Master Professional Certification (or PTR equivalent) and verifiable ongoing participation in industry Continuing Education programs.
- PPTA certification or PPR platform tennis (paddle) certification
- A tennis playing ability of NTRP 5.0 (UTR 10-12+ Male or 8-10+ Female)
- A platform tennis PTI proficiency of 15 or less



- Bachelor's Degree. (Candidates who do not meet this criterion but have demonstrable success and extensive, specific experience in a similar private club environment will be considered)
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- Bachelor's Degree. (Candidates who do not meet this criterion but have demonstrable success and extensive, specific experience in a similar private club environment will be considered)

Compensation / Benefits / Professional Support

- Compensation shall be structured to include a very competitive base salary, plus bonus, plus teaching, plus a percentage of other revenue from instruction.
- Relocation expenses will be offered and negotiable.
- The Director of Racquet Sports will be expected to dedicate approximately 15 – 20 hours per week to 'on-court' teaching.
- An attractive benefits package includes health, dental and vision insurance, a 401k with matching contribution, meals, parking, education allowance and vacation.

Application Process & Deadline

Please note the Deadline to apply is 5:00 p.m. (EST) on Wednesday November 30, 2022.

A thorough and professional review and interview process will proceed with the selection of the new Director of Racquets. It is expected that several candidates will be invited to participate in personal interviews at the Club which will take place over the weekend of **January 20 & 21**

To Apply: Go To: <https://mcmahoncareers.com/openings>

You will be asked to complete a brief application, and to submit your resume and Cover Letter, which should be addressed to the attention of: **Mr Mark Moon, General Manager**

Your Cover Letter should clearly articulate how your successful experience and skills are aligned with the position, and why you believe you are a great fit with the requirements of the role. You should also state why you wish to be considered for this position at this stage of your career, and why you believe the Glen View Club, and the Chicago area would be a good fit for you and your family if you are selected.

When your Cover Letter is complete, please be prepared to upload it and your updated resume, while completing the Online Applications. Your documents should be in this format:

- "Save As" (Word Document or PDF Format only) with a filename as:
 - YourLastName_YourFirstName_GlenviewResume
 - YourLastName_YourFirstName_GlenviewCoverLetter

