



## **SOUTH BARRINGTON PARK DISTRICT JOB DESCRIPTION**

**Job Title:** Platform Tennis Director & Tennis Professional  
**Department:** Platform Tennis  
**Classification:** Exempt  
**Salary Range:** Competitive pay, commensurate with experience  
**Reports To:** Direct of Racquet Sports & Club Manager

This is a full-time position with competitive pay, commensurate with experience. This position is responsible for managing all aspects of the platform tennis program, including promoting league play, events, and teaching group and private platform tennis lessons. The position will also include teaching tennis on a year-round basis.

### **Qualifications include, but are not limited to:**

- Thorough knowledge of teaching techniques for both tennis and platform tennis.
- Certified member of the USPTA or the USPTR or equivalent experience.
- 5.0 or higher competitive tennis level and a competitive platform tennis background.
- Experience in developing programming in tennis or platform tennis.
- Ability to work with minimal supervision.
- Solve problems comprehensively and produce accurate work on a timely basis.
- Perform required duties with initiative, good judgement, accuracy, persistence, creativity, integrity, tact, and courtesy.

### **Education and Experience:**

- Graduate of an accredited university with a major in physical education, health, exercise, or field related to the responsibilities of the position.
- A minimum of two years' experience in a tennis related position or any equivalent combination of education, experience and training which provides the required knowledge, skills, and abilities.
- High school diploma or GED.
- Hold a current CPR/AED certification or obtain certification within 90 days of employment.

### **Essential Functions:**

- Responsible for scheduling, teaching, and reporting private and group tennis and platform tennis lessons.
- Establish a good working relationship with all patrons and co-workers.
- Assist with the promotion and sale of memberships and pro-shop merchandise.
- Assist with the sale of tennis leagues and permanent court time.
- Prepare necessary forms and reports as directed.

- Attend biweekly staff meetings.
- Manage all platform tennis leagues, tournaments and special events.
- Available for work during any hours the Club may be open including, evenings and weekends, and special events.
- Always represent the Park District and Club in a professional manner.
- Follow and enforce rules and procedures outlined in the Employee Handbook.
- All other job duties as assigned.

**Benefits Offered:**

- Medical, dental, vision, 457b, Pro Shop discounts, food and beverage discounts, and a free Club Membership.
- Paid Time Off: Vacation, Sick, Floating Holiday, and PTO.

**Please contact Lanita Palermo at [lpalermo@SBPD.NET](mailto:lpalermo@SBPD.NET) if you are interested.**