Title:	Lead Tennis Instructor
Location:	TBD – San Francisco, Oakland, Berkeley, Richmond, or San Rafael
Department:	Programs
Reports To:	Director of Tennis and Academic Operations and Partnerships (DTAOP)
Direct Reports:	Tennis Instructor Levels 1, 2, 3, 4; Tennis volunteers
Pay Range	$40 - $50/hr.
Benefits	Cal Savers Retirement Plan, Sick Time
Employee Type	Part Time, 5-days per week, 2.5 to 4 hours per day*
FLSA Status	Non-Exempt

YOUTH TENNIS ADVANTAGE

Youth Tennis Advantage is a non-profit 501(c)(3), founded in 1968, dedicated to enriching the lives of youth ages 8-18 living in underserved communities. Carrying on the vision and legacy of tennis great Arthur Ashe, YTA provides free tennis, educational and life skills programs.

Our Mission:

to empower under-resourced youth through free, high-quality tennis, academic enrichment, and mentoring that builds confidence, resilience, and lifelong opportunity.

YTA is part of the NJTL network. *In 1969, the National Junior Tennis League was created as a way to gain and hold the attention of young people, with the hope of teaching them the importance of character, getting an education and becoming productive citizens. Today, the now-named National Junior Tennis and Learning network features more than 250 nonprofit youth development organizations that offer free or low-cost tennis and education programming to over 160,000 under-resourced youth each year. NJTL is supported by the USTA Foundation, the national charitable organization of the USTA. The work done by its member chapters includes after-school tutoring that focuses on academic enrichment, a life-skills curriculum and, of course, tennis.*

POSITION SUMMARY

Objective: Under supervision of the Director of Tennis and Academic Operations and Partnerships (DTAOP), be the Lead Tennis Instructor managing one of our Bay Area after-school and summer camp sites; including but not limited to: managing a staff of instructors and volunteers, instructing youth in technique, rules, fitness, strategy, and sportsmanship. The person in this position should keep a strong relationship with parents and manage the entire tennis program by themselves.

ESSENTIAL FUNCTIONS

1. Help deliver programs that are consistent and in support of the missions and goals of YTA.
2. Create and maintain a safe environment for youth participants, staff, and volunteers.
3. Represent, participate, and/or assist YTA at various community and YTA designated functions and/or events as required by the DTAOP.
4. Work with DTAOP and Site Director to plan, organize, and implement competitive, fun, and creative tennis programs including instruction and tournaments at all levels (internal, USTA, UTR, and Junior Team Tennis)
5. Assist with academic program as needed.
6. Help create an environment that encourages competition and skills development.
7. Problem solve, make decisions, and maintain program integrity.
8. Communicate effectively with co-workers, participants, families, and community partners.
9. Gather attendance of students, staff, and volunteers.
10. Help your staff to grow and reach their full potential in coaching and training students.
11. Player Development plans and indoor activities in case of inclement weather**
12. Have YTA logos observable at all times (hat, sweatshirts, etc.)
13. Identify and develop youth leaders at your site.
14. Work with DTAOP to create community tennis events at your site.
15. Help recruit students from local communities.
16. Help recruit staff and volunteers from local communities.
17. Be active in USTA or USPTA or PTR committees.

KNOWLEDGE/EXPERIENCE/SKILLS

1. Demonstrated cultural competency, understanding and sensitivity
2. 5+ years tennis coaching experience with kids ages 8-18 and a solid playing ability
3. A strong work ethic that includes being always punctual and professional
4. Strong customer service skills, detail oriented, organized, excellent phone etiquette and skills
5. Effectively manage all students in their program
6. Capable of teaching all levels of tennis from beginner to high performance and make them tournament ready
7. Leading the entire class and give directions to all staff and volunteers
8. A good understanding of classic and modern tennis fundamentals
9. A wide range of games and drills to get students moving and having fun
10. Strong understanding and support of YTA mission (see www.youthtennisadvantage.org)

EDUCATION OR CERTIFICATIONS:

- Prerequisite to this position: must be at the level of YTA Tennis Instructor Level 4
- Must be Safe Play certified and pass a YTA background check.
- CPR certified
- PTR 1 or USPTA Level1/Tennis Instructor certification required
- PTR 2 or USPTA Professional Membership or higher level is a plus

COMPENSATION:

- $40 - $50/hr Depending on skills, training/certifications and experience

* Depending on time of year (sometimes more hours are available during summer)
** Assuming your site has an indoor facility we can use

Equal Opportunity Statement
Youth Tennis Advantage is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment that is free of harassment, discrimination, or retaliation based on an individual's race (including, but not limited to, hair texture and
protective hairstyles such as braids, locks, and twists), color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, reproductive health decision-making, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender (including gender identity and gender expression), age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, or any other status protected by federal, state, or local laws. Youth Tennis Advantage is dedicated to the fulfillment of this policy regarding all aspects of employment, including, but not limited to, recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment.

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