

Racquets Professional

Reports to: General Manager

Supervises: Tennis assistants (as Needed)

Racquets PROFESSIONAL OPPORTUNITY AT BELLEVUE GOLF CLUB

Ready to join a dynamic and vibrant Tennis Community? Since its inception, Bellevue Golf Club has operated with the central purpose of building relationships and enriching the lives of our members and its guests. Our Club offers first-class amenities, including a five star 9 hole golf course, handcrafted cuisine, resort-style pool, state-of-the-art racquet facility, and much more. Come be a part of this incredible and inclusive team!

Job Summary

The Tennis Professional is expected to provide exceptional service to the Members and guests of the club. Organize tennis clinics and private lessons that encourage participation in the Club's tennis activities, community and engagement. Promote tennis memberships to all potential prospects. Act as the Club's Tennis Ambassador to enhance the value of the Club. Reports directly to the COO, Manager of the Club, Jason Silbovitz.

Tennis season:

The Professional shall personally oversee and supervise the tennis courts daily and shall ensure tennis court coverage and supervision during regular hours. The "Season" is defined From May 1 through November 1. In addition, the Professional shall conduct limited pre-season lessons and drills if the weather allows. In addition to regular oversight and supervision of the tennis courts, the Professional shall attend at minimum our two pre-season events: Family Day and Ladies' Opening Day. This professional will work with the tennis committee to create and define other opportunities for club events in order to advance the tennis and pickleball member engagement and membership

The tennis facility shall be open from 7:00am to 10:00 pm daily, subject to weather conditions. Round robins, drills and other specific events could require expansion of the stated hours to accommodate the event.

Education and/or Experience

- Undergraduate major in Physical Education or Sports Management desirable.

- Collegiate team experience is desirable, preferably with a 4.5 or above rating.
- Five-year competitive playing experience and/or tennis supervisory experience.
- Experience running junior and adult development programs and competitive and social programs.
- Knowledge of court maintenance.
- At least two years of experience in retail sales of sporting goods.
- Certification with either U.S. Professional Tennis Association (USPTA) or Professional Tennis Registry (PTR).
- USPTA required P5 rating.
- Player ability equal to NCAA Division 1 level
- Exceptional communication skills

Job Knowledge, Core Competencies and Expectations

- Able to promote and teach private and group lessons to juniors and adults of all levels.
- Ability to re-string, re-grip and repair rackets.
- Plans and directs instructional programs.
- Provides lessons and clinics for members and guests relating to the techniques and strategies of tennis.
- Organizes, administers, and officiates at tournaments, exhibitions, and inter- and intra-club social events.
- Administers and enforces club tennis policies and procedures regarding play on club courts.
- Communicates regularly with tennis membership through multiple social media platforms
- Coordinates maintenance, repair, and cleaning of courts with Grounds and Maintenance departments.
- Writes and edits tennis-related news for the club's newsletter.
- Manages and assumes full responsibility for the tennis shop.
- Transfers all charges from the tennis shop to the accounting department.
- Ensure that all club members and guests receive courteous, prompt and professional attention to all their tennis needs.
- Markets tennis facilities to members and guests.
- Develop a detailed annual calendar of tennis activities and applicable promotional campaigns before and during the tennis season.

- Maintains a close working relationship with other club professionals.
- Maintains accurate records of all lessons and clinics given; provides monthly written reports.
- Inspects and maintains all physical areas constantly.
- Participate on all tennis committee meetings
- Represents the club in area professional tennis activities and at state or national tennis events with approval from the club.
- Ensures that all employees consistently comply with the club's employee manual and with all applicable federal and state employment laws.
- Is visibly present on the courts during peak periods of play.
- Attend all staff and management meetings.
- Completes other appropriate assignments made by the General Manager. Licenses and Special Requirements

Physical Demands and Work Environment

- Ability to control natural swing speed during instruction or matches with inexperienced players.
- Sufficient stamina to tolerate hot and humid outdoor weather for several consecutive hours.
- Continuous standing, walking, running, bending, stooping and repetitive actions.
- Frequent use of light machinery and hand-held tools.
- Frequent lifting and moving of objects.

SALARY AND BENEFITS

Salary is open and commensurate with qualifications and experience.

How to apply:

Qualified candidates should send a current resume and any supporting documents or portfolios via email to:

Jason Silbovitz, CCM

General Manager/COO

Bellevue Golf Club

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