



## NEW ENGLAND

### Tennis in the Parks Coach - Seasonal

#### About Us

The USTA New England Section, one of 17 sections of the United States Tennis Association, is a 501(c)4 not-for-profit organization that serves around 22,500 members in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont. With nearly 1 million people playing tennis in New England, we are committed to offering quality recreational and competitive programs and experiences for people of all ages and abilities. **We believe in the power that tennis has to facilitate, for a lifetime, more connected, healthy and social people and communities. Help us in our work and mission.**

#### Purpose

USTA New England is seeking **Seasonal Youth and Adult Tennis Coaches** to assist in the delivery of the Tennis In the Parks program. The primary focus of this position is to coach and facilitate the on-site delivery of the Tennis In the Parks program. The program is designed to promote health, wellness and social connections through tennis. Coaches will need to ensure that proper safety guidelines and standards are maintained while providing a fun experience in addition to facilitating the program curriculum. Coaches should have proficiency in basic tennis skills and be comfortable teaching those skills to youth and/or adults. All equipment and training needed is provided by USTA New England.

These programs are typically six (6) sessions in length per season, with participants meeting once or twice a week depending on coach availability and city/town schedule.

#### Responsibilities

- **Coach and facilitate the onsite delivery of the Tennis In the Parks Program to include:**
  - Create a FUN, welcoming and safe learning environment for the participants
  - Attend in-person, or virtual, training sessions to learn the “play-based approach” to teaching tennis.
  - Use the play-based approach (curriculum), with little or no feeding to facilitate learning activities and play
  - The ability to collaborate with USTA NE, recreation department staff, volunteers, and others
  - Plan classes ahead and arrive 10-15 minutes prior to start time of the program
  - Track attendance, remember names, and ensure equipment set-up and takedown
  - Working with recreation department and/or USTA NE to determine weather related cancellations & rescheduling
  - Receive and distribute new racquets to participants and oversee and maintain program equipment

- Provide participants with information on additional USTA NE and other local tennis opportunities
- Provide program and customer feedback/concerns to be addressed to USTA New England management
- Other duties that fall within the program delivery but not explicitly outlined in this job description

## Requirements - What are we looking for?

- Coaches should enjoy working with adults and/or children in a group setting.
- Experience coaching, teaching, mentoring or working with adults and/or children strongly preferred.
- Experience promoting health, wellness and social connections amongst people strongly preferred.
- Excellent organizational, communication skills and ability to motivate and encourage others.
- Ability to perform the physical requirements of the position.
- Dependable transportation to travel to sites and with space to carry equipment.
- Must pass a background check and be eligible to work in the United States.
- Must attend and complete trainings and courses as assigned.
- Full vaccination against COVID-19 required as a condition of employment. Reasonable accommodations will be considered based on qualifying exemptions.

If this is a role that interests you, please apply. We look forward to learning more about you and the unique experiences you would bring to this role.

## Seasonal Coach Position FAQs

**How many hours does this position work?** Tennis in the Parks typically runs in 6 week sessions in the spring, summer and fall based on the needs of the recreation partner and coach availability. Youth coaches typically work 3 hours per week (18 hours per session), adult coaches typically work 1.5 hours per week (9 hours per session), and many do both youth and adult (27 hours per session). Additionally, coaches receive one hour of pay per season, for off-court administrative responsibilities.

**Who does this position work with?** Coaches report to their local Tennis in the Parks Manager under the supervision of the Director of Recreation & Facilities.

**How much does this position pay?** Position is non-exempt and paid \$25.00 - \$30.00 per hour. Compensation is commensurate with experience.

**What other benefits does USTA New England offer?**

- Gain valuable coaching experience and make a difference in your community
- The opportunity to obtain discounted PTR Level 1 certification
- You will be contributing to the USTA's mission of promoting and develop the growth of tennis

**What is USTA New England's approach to a diverse and equitable workforce?** We strive to create a workplace where everyone feels empowered to bring their full authentic selves to work

and where everyone's voice is heard. You can read our diversity statement below, but we want to take it a step further because creating a diverse and equitable workforce and workplace culture goes beyond a diversity statement in a job posting. We will continue the journey to educate, foster, cultivate, and preserve a culture of diversity, equity, and inclusion within the organization and beyond.

#### **USTA New England Diversity Statement**

***We are committed to a diverse, equitable and inclusive workplace in which everyone is welcomed, valued, and supported. USTA New England recruits, employs, compensates, and promotes without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, physical or mental disability, genetic or family medical history, marital, parental, veteran, or military status, political affiliation, or any other status protected by applicable federal, state, or local law.***

#### **What does the hiring process consist of? The first step is to Apply!**

- o **Apply** - We will be accepting applications on a continual basis as we have programs for all seasons. [Apply here](#).
- o **Interviews** - will be conducted by a Tennis In the Parks Manager.
- o **References** - will be checked by HR. We will check the most recent professional references.
- o **Final Offer** - will be made in writing by HR.