

Role Description

Southend Tennis – Senior Coach and Program Manager

Reports to: Head Coach – Tennis

Status: Permanent full-time

Role Purpose

The position of Senior Coach & Program Manager, Southend Tennis will be responsible for the delivery of an exceptional tennis experience for Meriden Students, their families and members of the public. The role is accountable for all facets of tennis programs and tuition at the centre, including managing and developing the tennis coaches and contributing to the overall delivery of the Southend Tennis experience. This role will include a weekly component of on-court coaching.

Specifically, the role will be responsible for the development, organisation and delivery of the centre's tennis programs (including Adult, Junior & School Holiday Camps) and oversee all coaching activities within those programs. The role will also be involved in major tennis events at the Centre.

Ultimately, the Senior Coach & Program Manager will align themselves and their team with the Meriden values and vision for tennis, setting new standards of service by providing clear direction and leadership, as well as modelling and promoting the Meriden values of excellence, grit, kindness, gratitude and hope.

To be considered for this role you will be a Certified Tennis Coach (ideally Tennis Australia Club Professional Level) with extensive tennis experience. You will be experienced in the development, organisation and delivery of coaching programs, as well as in the successful leadership and mentoring of a team of coaches.

As a friendly and successful tennis professional you will quickly build rapport with students and guests, demonstrating a positive energy with a genuine interest in planning and delivering enjoyable lessons for all ages and stages. Whilst a background in a high-end service environment would be beneficial, more importantly your passion for tennis will inspire participation from students and members of the public.

This is a full-time role that will include weekend and out of hours work.

Experience and Responsibilities

- Oversee the organisation and delivery of lessons at the Southend Tennis Centre
- In consultation with the Director of Sport, Head Coach – Tennis, Site Manager – Southend Tennis and Head of Coaching ensure the successful operation of the Southend Tennis Centre
- Mentor and develop a large pool of casual coaches to ensure consistency in lessons
- Oversee the organisation of the retail operations at Southend Tennis Centre
- Provide an exceptional tennis experience for Meriden students, their families and members of the public.

Essential Criteria

- Certified Tennis Coach (ideally Club Professional Level)
- An effective communicator and a positive, flexible team member
- Be able to multi-task and problem solve efficiently
- Be able to plan and complete projects and achieve necessary time lines
- Outstanding organisation skills, ability and stamina to work in demanding environments
- Ability to communicate and motivate students in a variety of methods

Other Skills and Attributes

- Clear and effective written and oral communication skills
- Effective time management skills and the ability to work independently with little direct supervision
- Excellent IT skills
- The ability to work as part of a team
- A personal appearance and demeanour which represents the School in a positive way
- Willingness to embrace and support the Christian ethos of Meriden School
- Loyalty to the School and the Principal and publicly supportive of her decisions.

