

**Facility:** Eldon Roark Tennis Center  
**Job status:** Full-time  
**Job title:** Tennis Director

**Position Description:**

Tennis Memphis, a 501 (c) (3) nonprofit organization and USTA Community Tennis Association, is currently searching for a Tennis Director to oversee and lead our tennis operation at the Eldon Roark Tennis Center, a (4) indoor and (8) outdoor public tennis center.

The Tennis Director will manage the entire tennis facility which includes, but is not limited to, day to day management of the tennis center, staff management, facility maintenance, restringing racquets, managing and stocking pro shop, marketing and public relations, planning, organizing, directing & teaching a variety of junior, adult, and senior programs, teaching lessons, adult clinics & programs (min. 25 on-court hrs per week).

The ideal candidate must possess the following: honest, team player, energetic, positive attitude, strong communication, organizational, interpersonal relationship, and customer service skills, excellent verbal, writing, and computer skills, flexibility to work weekdays (days and evenings) and weekends, ability to be accountable and manage on-court and off-court hours to successfully fulfill duties and responsibilities; strong teaching experience and background in junior programs, college tennis playing experience and min. 4.5 NTRP rating; PTR Professional level.

Compensation includes salary, paid hourly teaching programs, private lessons & clinic income less court fees.

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