

## Position Description - Parks Tennis Instructor

### Position Overview

USTA Chicago (USTA) is partnering with the Chicago Park District to provide tennis instruction at 34 parks within the city. Instruction opportunities are:

1. Day Camp Instructor – Be part of the team that provides an introduction to tennis during Day Camps at Chicago Park District parks. Activities will focus on developing skills that will translate to success on the tennis court (e.g., ball handling, agility, footwork, rallying). Staff will be assigned to work at the Day Camp of one park for the same day each week. Hours may vary week-to-week based on the number of campers at each park but will generally fall within the hours of 10:00 a.m. to 3:00 p.m. Instruction begins the week of June 24 and ends on August 9.
2. Tennis 101 Instructor - USTA Tennis 101 is designed specifically for new players to the game. Through this 6-session program, junior participants will participate in fun games, learn character growth principles and work on their athletic development. Participants who complete the program will possess the fundamental skills in order to be confident in enjoying tennis. In most cases, Tennis 101 classes will be held at parks the same day of the week that Day Camp instruction is run. Hours for Tennis 101 instruction will generally be 3:00-4:00 p.m. or 4:00-5:00 p.m. Instruction begins the week of May 13 and ends on October 25.
3. Cardio Tennis Instructor – Run cardio tennis classes in the parks on your own or alongside another coach. Classes are generally held from 7:30 to 8:30 a.m., 1:00-2:00 p.m., and 6:00-7:00 p.m. Cardio Tennis classes begin on March 11 and will run into the fall as long as weather allows. A [separate job description](#) for Cardio Tennis instructors is available with more information.

The Day Camp and Tennis 101 Instructors work with and under the direction of the Team Lead(s) in the implementation of the Net Generation curriculum and tennis program including assisting with overall responsibility for the tennis program. The Instructor must demonstrate an ability to work cooperatively and enthusiastically with the entire camp community and demonstrate strong interpersonal skills. Equipment will be provided and must be kept and transported by the Team for the summer.

**Paid training for Day Camp and Tennis 101 instructors is included. There are two available Tennis 101 training sessions, Sunday, May 5th from 8am-Noon and Saturday, June 22 from 9a-2p at McFetridge Sports Center. Participation in the training is highly encouraged.** Instructors who commit to shifts will be paid for their time if weather cancels outdoor camps. Some parks will have facilities that will allow instruction to move inside.

### **Essential Duties**

- Participate in training for all on-court staff on the tennis curriculum, court management, and activities intended to engage participants.
- Instruct youth group tennis with knowledge of basic tennis skills and terminology and utilizing Net Generation curriculum.
- Provide guidance and direction to Chicago Park District camp counselors who will assist with instruction and camper management.
- Ensure equipment set-up and tear down including transport of some items such as balls, ball hopper, racquets, as needed.
- Provide a welcoming, safe, and fun environment that promotes enjoying the sport for exercise and fun.
- Utilize available tennis equipment to maximize the development of basic tennis strokes in small and large group lessons.
- Notify Team Lead of any equipment repairs needed and maintenance of courts.
- Maintain an overall positive attitude with children, camp staff, parents, and management and remain flexible and adjust to situations as they occur, including working as a team member to help cover class schedules and responding positively to changes and requests from Park District and USTA Chicago staff.
- Assist with other tennis events as needed.

### **Position Requirements**

- Attend required pre-camp on-court training.
- Excellent communication skills.
- Punctual and reliable.
- Ability to follow lesson plans.
- Ensuring and following safety measures and regulations.
- Physical ability to stand for long periods of time while on the court.
- Communicate professionally with parents, camp staff, and others.

### **Qualifications**

- Registered Net Generation provider and (including mandatory Safe Play training and background check) or willingness to obtain. Registration does not have a cost or any special experience to obtain.
- Applicants should have previous tennis instruction or playing experience.
- Ability to teach fundamental tennis skills to children 4 to 18 years old of various skill levels.
- Desire to work with children and be a positive role model.
- Strong communication and customer relations skills.
- Ability to collaborate with other instructors and volunteers.
- Must pass a full background check.
- Must have ability to travel between Park sites as needed during the course of the summer.



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**Reports To**

Team Lead(s).

**Rate of Pay**

Instructor pay will be based on experience within a range of \$20 to \$35/hour.

**Application Steps**

Please fill out [this application](#) and send a list of 3 references to:

Mary Beth Bowman, Tennis Service Representative  
USTA Midwest/Chicago  
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