



Community Tennis Coordinator

Agency Overview

Sportsmen's Tennis & Enrichment Center (STEC) is a 501(c)(3) non-profit organization whose mission is to build leaders on the court, in the classroom and in the greater community by providing academic, wellness and social development programs alongside recreational and competitive tennis instruction for youth and adults. STEC is committed to improving life opportunities for youth in Boston's Blue Hill Corridor while welcoming a diverse community from the Greater Boston area. Our 14-court facility is located on 4 acres near the Dorchester/Mattapan line. Founded in 1961, we were the first non-profit tennis club in the United States formed by and for the African-American community.

Our 'Junior' Tennis program is the heart and soul of our Club, with over 5,500 K-12 youth of all races, ethnicities and socio-economic backgrounds participating in our in- and after-school and weekend lessons, summer and vacation camps. We also offer a host of academic and social enrichment programs that complement our tennis lessons and aid in the character and educational development of our youth. These include Volley Against Violence (VAV), a groundbreaking Police/Community engagement program now being replicated nationwide throughout the United States by the USTA. We offer adult leagues and lessons, recreational tennis and competitive tournament play designed to generate revenue in support of our Junior programs and to build a vibrant and diverse community.

Job Description

The Community Tennis Coordinator ('Coordinator') is a part-time position, with the potential for developing to full time hours. The Coordinator works under the direction of the Director of Tennis Programs and the works closely with the Program Director to staff, oversee and develop community tennis programs at Sportsmen's and in the surrounding neighborhoods. The Coordinator coaches in Sportsmen's clinics and camps, which typically involve large groups of youths and/or adults. Coordinator attends community fairs and similar events to promote Sportsmen's tennis programs, and should be comfortable speaking to and demonstrating our programs to interested groups. Coordinator is able to offer private lessons in accordance with Sportsmen's current lesson rates and compensation policies.

Responsibilities Include:

- Coach in/support partnerships with the Boston Public Schools, charter, private and faith-based schools/preschools, community centers and similar partnerships;
- Coach in and organize teaching pros, junior coaches and volunteers to support the VAV Friday evening tennis program at Sportsmen's, and free community tennis programs held at Sportsmen's on Saturdays (summer) or Sundays (school year);
- Insure the VAV curriculum is kept current and executed.

Required:

- 10u Certification
- Excellent organizational skills
- Excellent verbal and written communication skills
- Computer literacy including word processing, data management, publishing and email
- Experience working with youth and adult sports programming, particularly in large groups
- Experience with diverse ethnic, cultural and socio-economic populations in an urban environment

*Sportsmen's provides **equal employment opportunities** to all employees and applicants for **employment** without regard to race, color, religion, sex, national origin, age, disability or genetics. Qualified applicants should apply to Gayna Sealy at GSealy@sportsmenstennis.org. Sportsmen's offers full time employees a very competitive benefits program, including health, dental, vision and life insurance and a 401K with a partial match. Hourly rates are competitive and determined by level of experience.*