



Eel River Beach Club

Summer Employment Letter of Expectations

Name:

Position: Tennis Pro

Year:

Overview:

The Tennis Pro will oversee all tennis-related programs. Enthusiasm for teaching, coaching and children is considered an essential aspect of the job. Certification is considered a plus. The Tennis Pro should take an active role in encouraging and promoting participation in tennis by both children and adults.

Responsibilities of the job include:

- Demonstrate an understanding of facility policies, procedures and rules and enforce these rules in a courteous and uniform manner

Children's Lessons

- Encourage members to participate in tennis
- Ensure that good sportsmanship prevails

Tennis Team

- Encourage members to participate on Tennis Team
- Run Tennis Team practices
- Coordinate meets; in particular, coordinate with Aquatics Director to avoid conflicts with Swim Team meets
- Oversee the duties of the Tennis Assistant

Adult Tennis

- Encourage members to participate in tennis and Club tournaments
- Prepare the draw and provide oversight for tournaments
- Offer morning and evening tennis clinics

Private Lessons

- The Tennis Pro is responsible for teaching Private and Semi-private tennis lessons. All proceeds from these lessons will be billed and retained by the Pro.

PLEASE NOTE:

- First year employees shall be scheduled on an as-needed basis. Substitute employees are not guaranteed hours.
- All employees are expected to work through Labor Day weekend, unless they have an educational commitment.
- All employees 14-17 years old must provide a current work permit.
- All employees of the Eel River Beach Club are employees at will. Nothing contained in this offer of employment or any other document provided to you is intended to be, nor should it be, construed as a guarantee that employment, compensation, or any other benefit will be continued for any period of time.

Endorsement: I have read and agree to the terms contained within and I accept the offer.

Signature _____ Email _____ Date _____