



## **Tennis Director**

### Crystal Lake Park District

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**Closing Date:**

**Salary:** \$76,700-\$95,900/yr, DOE

#### **Description:**

**[Click here to apply.](#)**

The Crystal Lake Park District is seeking a dynamic, experienced, and passionate **Tennis Director** to lead and grow our comprehensive tennis programming at the Racket Club. This leadership role is responsible for delivering high-quality instructional and competitive programs while fostering a positive, engaging environment for players of all ages and skill levels.

If you are a proven tennis professional with strong leadership skills and a commitment to excellence in programming and customer service, we invite you to join our team!

#### **Position Overview**

The Tennis Director oversees the planning, development, coordination, and evaluation of all tennis programs, including lessons, leagues, travel teams, tournaments, camps, and special events. This role also supervises tennis professional staff and collaborates closely with the Racket Club Manager to ensure operational success and an exceptional member experience.

#### **Key Responsibilities**

- Lead and manage year-round tennis programming for youth and adults.
- Oversee leagues, travel teams, USTA play, and competitive pathways.
- Develop and coordinate camps, tournaments, and special events.
- Supervise, hire, train, and evaluate tennis professional staff.
- Schedule staff and programming to maximize court usage and participation.
- Monitor program performance, participation trends, and customer satisfaction.
- Manage budgets, revenues, and expenditures for assigned programs.
- Maintain accurate program records, schedules, and reporting systems.
- Provide private instruction and support instructional staff as needed.
- Deliver exceptional customer service and build strong member relationships.

#### **Qualifications**

##### **Education & Experience**

- Bachelor's degree in Recreation, Business, Education, or related field (required)
- Minimum 3 years of experience as a tennis professional
- 2+ years in a leadership role (Tennis Director or Assistant Director preferred)

## **Certifications**

- USPTA, USPTR, or USRSA certification (preferred)
- CPR/AED certification (required)

## **Skills & Expertise**

- Strong knowledge of tennis instruction, strategy, and player development
- Experience managing leagues, tournaments, and instructional programs
- Proven leadership and staff management abilities
- Excellent communication, organizational, and interpersonal skills
- Ability to work evenings, weekends, holidays, and on-call as needed

## **Work Environment & Physical Requirements**

- Ability to teach and demonstrate tennis skills for extended periods.
- Work in both indoor and outdoor environments.
- Ability to lift up to 50 lbs and remain physically active throughout the day.

The Crystal Lake Park District is an Equal Opportunity Employer. Please [click here](#) to view our benefit offerings.