



OPEN POSITION – DIRECTOR OF TENNIS

Reports To: General Manager

Classification: Exempt

Lauderdale Yacht Club (LYC) is a well-established Member-owned and family-focused private Club in Fort Lauderdale, Florida. **We opened our brand-new 40,000 s.f. state of the art clubhouse in September, 2020 and are looking for a Director of Tennis to add to our team.**

Lauderdale Yacht Club is nestled between a quiet residential community and the serene, beautiful Intracoastal, you will find a Club rich in tradition, with exceptional facilities and service. The Club has been involved in all aspects of sailing, yachting, and boating but has expanded into a full-service Club. Services include fine dining, social activities, and a booming tennis program. Our membership of approximately 1,100 members enjoys several dining options throughout the week and year whether it is themed dining nights, holiday events or just a casual lunch or intimate dinner in one of our several dining rooms.

As a founding member of the Florida Council of Yacht Clubs, the Club is recognized as one of the nation's premiere yacht clubs and has enjoyed the prestigious "Platinum Clubs of America" status and the "Platinum Clubs of the World" status. Adjacent to the Clubhouse is a poolside Pavilion and outdoor bar, Olympic sized Swimming Pool, five Har-tru Tennis Courts, Fitness Center, and Locker Rooms.

Members enjoy indoor and outdoor dining overlooking the intracoastal waterway from the ground floor or the second floor. We have a selection of different venues and menus to suit different tastes from our very popular pizza prepared in our own pizza oven to an elegant, intimate dinner in our wine room.

Various bar locations indoors or outdoors serve Members their favorite drinks including the Cypress Bar, with dining available for ages 12 and older, and the Abenacki Lounge, with cocktails, drinks, and lite bites for ages 21 and older only. We have indoor and outdoor banquet space overlooking the water for a small, intimate function or a larger event.

Children enjoy the Kids Eat Free Night every Thursday and have their own menu items to choose from. We offer a variety of children's programs and events throughout the year including various Summer Camp programs.

JOB SUMMARY (Essential Functions):

Organize and direct all Club tennis activities, events, exhibitions, tournaments, camps, clinics, and lessons.

SUPERVISORY RESPONSIBILITY:

This position manages all Employees of the respective department and is responsible for the performance management and hiring of the Employees within that department.

EDUCATION AND EXPERIENCE:

1. Undergraduate major in Physical Education or Sports Management desirable.
2. Collegiate team experience desirable, preferably with a 4.5 or above rating.
3. Two to three years competitive playing experience and/or tennis supervisory experience.
4. Experience running and forming men's and ladies' teams.
5. Experience running junior development programs, tennis camps and clinics.
6. Experience running adult drills, cardio tennis, etc.
7. Knowledge of court maintenance.
8. At least four years of experience in retail sales of sporting goods.

LICENSES AND SPECIAL REQUIREMENTS:

1. Certification with either U.S. Professional Tennis Association (USPTA) or Professional Tennis Registry (PTR).
2. USPTA required Elite Pro status or PTR Professional status.

JOB KNOWLEDGE, CORE COMPETENCIES AND EXPECTATIONS:

1. Able to promote and teach private and group lessons to juniors and adults.
2. Plays or represents the Club in Pro-Ams.
3. Ability to re-string, re-grip and repair rackets.
4. Complete knowledge and understanding of clay court maintenance.
5. Knowledge of and ability to perform required role during emergency situations.

TASKS/DUTIES:

1. Plans and directs instructional programs.
2. Provides lessons and clinics for Members and Guests relating to the techniques and strategies of tennis.
3. Organizes, administers, and officiates at tournaments, exhibitions, and inter- and intra-Club social events.
4. Promotes recreational play, tournaments, camps and teams.
5. Administers and enforces Club tennis policies and procedures regarding play on club courts.
6. Strings rackets and performs other light equipment repairs.
7. Purchases and maintains adequate beverage inventory.
8. Coordinates maintenance, repair, and cleaning of courts.
9. Writes and edits tennis-related news for the Club's Mainsheet.
10. Selects, trains, supervises, schedules, and evaluates the Assistant Tennis Professional and other tennis staff.
11. Manages the tennis shop.
12. Establishes and implements an accurate inventory control system and reports results accordingly.
13. Transfers all charges from the tennis shop to the accounting department.
14. Develops the budget for the tennis profit center; takes corrective action as necessary to help assure that budget goals are met.
15. Ensures that all Club Members and Guests receive courteous, prompt and professional attention to all their tennis needs.
16. Markets tennis facilities to Members and Guests.
17. Develops a detailed annual calendar of tennis activities and applicable promotion campaigns during the tennis season.

18. Maintains a close working relationship with other Club professionals.
19. Maintains accurate records of all lessons and clinics given; provides weekly reports.
20. Inspects and maintains all physical areas constantly.
21. Participates on all committees related to the tennis operation.
22. Represents the Club in area professional tennis activities and at state or national tennis events.
23. Assists Food and Beverage Director, Executive Chef, and Catering Director to coordinate food and beverage service support for tennis events.
24. Ensures that all employees consistently comply with Club's employee manual and with all applicable federal and state employment laws.
25. Is visibly present on the courts during peak periods of play.
26. Completes other appropriate assignments made by the General Manager.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

1. Ability to control natural swing speed during instruction or matches with inexperienced players.
2. Sufficient stamina to tolerate hot and humid outdoor weather for several consecutive hours.
3. Continuous standing, walking, running, bending, stooping and repetitive actions.
4. Frequent use of light machinery and hand-held tools.
5. Frequent lifting and moving of objects.

OTHER:

1. Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.
2. Compensation package includes salary plus commission. Health, dental, vision, paid life insurance, 401K plan with match, and paid time off.
3. Lauderdale Yacht Club is a Drug Free Workplace. Background Screening and Drug Testing is required. Interested professionals who meet or exceed the established criteria are encouraged to submit a **Resume and Cover Letter** to:

Dawn Dierkes, SPHR, SHRM-SCP
HR Director
Lauderdale Yacht Club
1725 SE 12th Street
Fort Lauderdale, FL 33316
dawn.dierkes@lyc1938.org