

TENNIS BC ROLE

TITLE OF POSITION: DIRECTOR OF TENNIS OPERATIONS

Tennis BC has entered into a lease(s) to operate tennis courts and requires a Director of Tennis Operations to build Tennis BC's presence in the market by leading all facilities development. This leader will be responsible for developing and executing marketing, operating, human resource, financial and partnership plans to grow the sport on the courts. This role is a senior role within Tennis BC's leadership team, reporting directly to the CEO and presents a unique new role for tennis leadership in the province.

SCOPE OF RESPONSIBILITIES

General: To work in close conjunction with the CEO and the Director of Community, the Director of Player Development, the Director of Marketing and the Director of Membership in development of Tennis BC operated courts.

KEY PRIORITIES

1. Develop programs to fulfill the Tennis BC mandate of getting more players into the game.
2. Develop programs that support community outreach objectives of Tennis BC.
3. Develop programs that support player development objectives of Tennis BC.
4. Ensure Tennis BC's financial targets for indoor and outdoor court management are achieved.
5. Grow a team of staff, coaches and support to ensure that all programs are executed to the highest standards.
6. Ensure that all components of safesport are implemented and monitored at all facilities
7. Work with sponsors and funders to enhance the programs.
8. Regular reporting on KPI metrics and create challenging future goals.

SKILLS

Leadership Skills: This role requires planning and developing recruitment packages, training and ongoing development of coaches and staff. The candidate will have a background of leadership and hiring and the ability to interact with the general public as a role model for Tennis BC. The leader will work with sponsors, municipalities, funders and teammates to develop world class programs that grow the sport.

Business development: Candidates will have the financial and marketing skills required to analyse the business opportunities and create programs to fulfill the opportunities. Knowledge of financial statements excel, and marketing is important for the role. The role encompasses building sales, cost control, financial planning and budgeting.

Tennis knowledge: The role requires experience in tennis, tennis professional skills and tennis programming or a knowledge of other sports programming and leadership.

JOB SPECIFICS

1. A salaried role with participation in the Tennis BC benefits program.
2. Standard work week is 36-40 hours. The role will require being on site for events, weekend work and being present for the Stanley Park Tennis tournament during 21 days of the July event.
3. Some on court coaching maybe required
4. The role is based in the lower mainland of Vancouver
5. Pay scale is negotiable and based upon the candidate's skill set and experience
6. Only candidates with current Canadian work permits will be interviewed

APPLICATION INSTRUCTIONS

Please submit a cover letter and resume to Mark Roberts via email to mroberts@tennisbc.org.
Application deadline: February 5, 2020.

