

Request for Information



TITLE OF POSITION:	Head Coach
LOCATION:	Burwood Park Tennis Club 55 Cresswell Avenue, Burwood, Christchurch

Burwood Park Tennis Club is hiring a Head Coach to lead all coaching and outreach programs at the club. Burwood Park Tennis Club, a very friendly and social club, has attractive facilities alongside a spacious park in a nice neighbourhood in the eastern suburbs of Christchurch. We have 4 recently resurfaced hardcourts (with lights) and 3 recently resurfaced astro courts – the courts and grounds are in excellent shape. The clubhouse is well maintained with a full kitchen and bar, and also has a small proshop attached to it. With a growing senior membership, active interclub teams, a junior and Hot Shot program and lots of social tennis players that want to improve their games, we are in need of a head coach who is able to take us to the next level and beyond. The club also has a keen group of members who recently completed the Coaching Assistant course through Tennis New Zealand, who are interested in having a strong mentor to develop their skills.

What we're looking for in our Head Coach

- Ability to manage and coach all tennis programs including: Hot Shots, Juniors, group lessons, holiday camps, school programs, interclub teams, competitions and private lessons
- Entrepreneurial and creative approach to building a coaching business out of the club while helping to grow the club membership
- Experience in going into schools to coach, and attracting kids and families to come to the club
- Skill in community outreach to local businesses and organisations to attract them to the club
- Desire to develop assistant coaches and mentor them to improve their abilities and contribution
- Effective in communication at all levels – with players, assistant coaches, parents, prospective members, members and the executive committee
- Ability to coach high performance tennis, but with a solid focus on a community-based club coaching program
- Be a strong presence at the club, including weekends, and be able to provide the committee with input on future coaching plans and club development
- Utilise the proshop space at the club to enhance the coaching and tennis services to the club

Preferred qualifications of the Head Coach candidate

- Minimum level: Junior Development Coach (JDC) level of certification or in the process of attaining it
- Will consider a head coach that has coaching responsibilities at another club that they wish to maintain
- Compensation will be based on experience and qualifications; there will be guaranteed coaching and outreach hours funded by the club
- Current police vet check and current First Aid certificate
- Solid administration skills, with good attention to detail and computer literate
- High level of professionalism
- Positive and enthusiastic attitude
- Be open to self-development, feedback and furthering of qualifications

Please email a cover memo and CV to burwoodparktennis@gmail.com. If you have specific questions, call Steve Landis at 021 716 443. We will be accepting proposals through Friday 9 June. We plan to start the Head Coach by the end of July, but with some flexibility based on the candidate's commitments.