

Head Squash Professional - Nardin Academy Athletic Center

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Serves as the main contact for squash members, including: answering questions, welcoming, checking-in, and additional form of communication
- Collaborating with the Facility Manager to develop and implement squash policies, scheduling, and procedures for facility
- Oversees and Coaches the Academy's squash teams (High School and Middle School)
- Offer year-round programming for facility players such as private lessons, group clinics, and camps
- Manage both local and US Squash tournaments, including preparation and marketing
- Develop ways to expand membership and enrolling new players to the Athletic Center
- Marketing and selling advertising packages on the squash side, and on squash courts, of the facility
- Hire, supervise, mentor, and evaluate performance of teaching staff (as needed)
- Assists in developing, monitoring and analyzing the facility budget
- Recruit and direct member volunteers who organize social events and adult teams
- Procure and maintain adequate teaching supplies and court equipment
- Assist with regular court maintenance
- Other duties as assigned

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Must be highly motivated
- Excellent communication and interpersonal skills
- Excellent management and leadership skills
- Squash teaching and coaching experience
- Good organizational skills
- An understanding of squash operations

REQUIRED EDUCATION, CERTIFICATIONS AND EXPERIENCE

- Must have experience coaching/playing squash
- US Squash Coaching certification preferred
- Experience working in a squash club is preferred
- College degree preferred
- CPR, First Aid, and AED certifications (must be obtained within 60 days of hire) required

COMPENSATION

- Salary for the Head Professional is comprised of a base salary and a percentage of fees from private lessons and clinics, as well as membership development.
- Comprehensive benefits package, including health insurance and retirement