



**UPPER SCHOOL: TENNIS – JV HEAD COACH
JOB DESCRIPTION**

REPORTS TO:

Athletic Director and Assistant Athletic Director

WORK HOURS AND EXPECTATIONS:

On/off-campus responsibilities from 4:00 pm until 6:00 pm Mondays through Thursdays. Coaching responsibilities may result in extended weekday commitments. Practices are Tuesdays and Thursdays from 4:30-6pm at LB Houston Tennis Center. Matches take place on various days from Mondays through Thursdays; approximately 10 matches during the season. All coaches are employed on an seasonal basis and continued employment is based on annual performance reviews conducted by the Athletic Director and/or Assistant Athletic Director.

PRIMARY RESPONSIBILITIES:

Working closely with the Athletic department, the JV Head Tennis Coach is responsible for initiating various aspects of the tennis program, such as program development, training, and coaching team members. The coach is required to abide by the rules and regulations established by Parish Episcopal School. Parish Episcopal School is a member TAPPS.

REQUIRED KNOWLEDGE, SKILLS, AND EXPERIENCE:

- Bachelor's degree required;
- Possess and maintain a coaching philosophy that is in accordance with the mission of Parish Episcopal School
- A strong commitment to the student-athlete concept;
- Coaching or playing experience required;
- Effective leadership, coaching and recruiting skills;
- Excellent communication skills with players, parents, and the athletic department;
- Possess a valid driver's license with the ability to drive small school bus.

SPECIFIC RESPONSIBILITIES:

- Encourage, train, and coach the participants of the JV Tennis program during both practices and matches (Grades 9-12);
- Improve players' tennis skills and their ability to compete in matches;
- Assess players' abilities and assign positions;
- Represent Parish Episcopal School and its tennis program in a professional manner and within the bounds of good sportsmanship.

This is an exempt position that is paid a coaching stipend over the duration of the season

Please send a resume & cover letter to coach@parish.org.