



**MIDDLE SCHOOL: TENNIS COACH
JOB DESCRIPTION**

REPORTS TO:

Athletic Director and Assistant Athletic Director

WORK HOURS AND EXPECTATIONS:

On/off-campus practice responsibilities from 2:45 pm until 4:30 pm on B days according to Parish's A/B rotation schedule during the third trimester (March 6-May 25). Coaching responsibilities may result in extended weekday commitments specifically for matches which take place 1-2 days a week following school hours. Off campus practices and home matches take place at LB Houston Tennis Center. On campus practices take place in one of Parish's gyms. 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 MS 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 preferred;
- 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 MS Tennis program during both practices and matches (Grades 7-8);
- 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.