

## COLORADO TENNIS ASSOCIATION

### **USTA SCHOOL TENNIS CLINICIAN JOB DESCRIPTION**

A clinician will be responsible for promoting the USTA School Tennis program to schools within a designated geographic area and for conducting assemblies and teacher in-service trainings on behalf of the Colorado Tennis Association and assisting in the development of after school tennis opportunities.

#### Primary Area of Focus:

USTA School Tennis program linked to after school/summer community programs

#### General Responsibilities:

- Report to CTA USTA School Tennis Coordinator and Community Development Director
- Contact principals and/or PE teachers at schools within the designated geographic area to discuss and promote schools curriculum and after school program development.
- Assist the Community Development Director to arrange meetings with school district administrators to promote adoption of the curriculum district-wide.
- Schedule and conduct in-service trainings for a minimum of 8-10 teachers who are interested in the program.
- Distribute curriculum guides, equipment information and commitment forms to in-service attendees.
- Follow up with schools to collect necessary information for any racquet orders and/or “matching equipment grants” to be submitted to the Community Development Director for processing as well as answer questions to assist in the teaching of tennis.
- Schedule and conduct motivational assemblies for each school\* upon receiving a tennis commitment from the school.
- Contact tennis facilities in a geographic area to work together in giving students access to existing follow through programs offered at the facilities.
- Provide schools with information on after school/summer programs in the area.
- Provide resources including USTA Junior Team Tennis (Rallyball and/or Micro Tennis) information to assist schools interested in starting their own after school program
- Report and coordinate all in-services and assemblies with the USTA School Tennis Coordinator and Community Development Director, including completion of necessary paperwork, as well as updating of school and teacher contact information.

#### Qualifications

- Tennis experience with tennis teaching background (USPTA or USPTR certification desired). Encourage participation in a Recreational Coaches Workshop.
- Comfortable interacting with professional adults (teachers) as well as children (kindergarten through high school age)
- Able to research parks & recreation and other after school/summer tennis program offerings in the designated geographic
- Living and/or working in the designated geographic area
- Good time management skills to schedule and to run timely in-services and assemblies
- Able to control a group of up to 300 elementary or middle school students during an assembly
- Able to improvise if unexpected situations arise
- Passionate about reaching and exposing kids to tennis
- Good organizational skills to complete necessary reports and put together well-prepared plans
- Described by others as friendly, upbeat and highly charged

\*Motivational assemblies may encompass a few different approaches rather than the traditionally scripted USTA assembly as long as certain standards are met.

### Benefits

- \$40/one assembly, \$65/two assemblies & \$90/three assemblies (maximum) per school to lead clinician
- \$160/in-service training to lead clinician
- Annual USTA membership
- Professional tennis development support

### Evaluation

- Completed by Community Development Director and USTA School Tennis Coordinator after initial training
- At a minimum, done on an annual basis thereafter