**Youth Tennis Instructor**

**NJTL of Indianapolis is seeking energetic and self-motivated individuals to provide on-court tennis instruction. The tennis instructor position is a unique opportunity to lead a program at a local club, school, organization, or park. Positions are part-time.**

**Essential Duties and Responsibilities**

* Monitor and instruct participants during NJTL classes.
* Adhere to guidelines and expectations set forth by NJTL.
* Create positive experiences for participants by providing variety in tennis instruction.
* Promote NJTL programs to the community.
* Manage assigned NJTL site(s).
* Communicate with parents and participants about NJTL programs.
* Keep NJTL equipment in good condition.
* Work with other instructors to share best practices, ideas, etc.
* Keep accurate attendance records.
* Organize and submit all requested paperwork on time.

**Qualifications**

***Required Qualifications***

* Understanding of successful tennis instruction techniques.
* Must be punctual, reliable and organized.
* Strong communication skills.
* Ability to lead on court.
* Enjoy working with kids.

***Preferred Qualifications***

* High School and/or college tennis experience.
* PTR and/or USPTA certification.
* Certified in first aid and CPR.
* Applicants must complete [USTA’s Safe Play](https://www.usta.com/en/home/safe-play.html) program, which includes a background check.

To apply: <https://ustamidwest.formstack.com/forms/njtl_tennis_instructors_job_application>

*National Junior Tennis and Learning of Indianapolis is a non-profit organization that offers affordable tennis instruction to youth ages 5-18 with a goal of using tennis to stress the importance of a good education, healthy lifestyle, and character development.*