

**TOWN OF MERRIMACK, NH
PARKS & RECREATION
YOUTH TENNIS INSTRUCTOR**

JOB TITLE:

YOUTH TENNIS INSTRUCTOR

JOB SUMMARY:

Under the direction and supervision of Director of Parks & Recreation, the Youth Tennis Instructor is responsible for planning, designing and instructing Tennis Lessons for the Merrimack community.

SUPERVISION RECEIVED:

Works under the general supervision of the Parks & Recreation Director

EXAMPLES OF DUTIES:

- Develop, plan and lead the Tennis Lesson Program
- Develop different projects that will fit into allotted time period
- Assist in conducting initial and end-of-season inventory, storing, and keeping equipment in good condition.
- Assist in teaching staff their responsibilities in activity during staff training
- Conduct daily check of facilities and equipment in program area for safety, cleanliness and good repair
- Submit orders for equipment and supplies when needed
- Teach and monitor proper use of equipment
- Assist in packing all materials and supplies at end of the season
- Evaluate current season and make recommendations for following season
- Other duties may be assigned and required

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

- Enthusiastic teacher with demonstrated knowledge of tennis
- Ability to create lesson plans for a wide age range of children
- Desire and ability to work with children outdoors
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control
- Abilities to observe behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Ability to work with different age and skill levels.

MINIMUM QUALIFICATIONS REQUIRED:

- Successful candidate must have at least 2 years of previous teaching experience.
- Current First Aid and CPR Certification or willing to obtain.
- Tennis Pro Certification is preferred
- Certificate of Completion of a USTA Recreational Coaches Workshop advantageous.
- Applicants must be at least 16 years of age.

WORKING CONDITIONS:

Position works outdoors on a daily basis

COGNITIVE & SENSORY REQUIREMENTS:

Talking: Necessary for effect communicating with others.

Hearing: Necessary for effective communications with others.

Sight: Necessary for performing the job effectively and correctly.

DURING AN 8 HOUR DAY, EMPLOYEE IS REQUIRED TO:

Consecutive Hours

Sit 12345678

Stand 12345678

Walk 12345678

ENVIRONMENT:

Inside: 0% Outside: 100%

EQUIPMENT USED:

Specialist is responsible for using available materials to teach children about how to play tennis

HAND MANIPULATION:

Grasping: frequently

Handling: frequently

Torquing: occasionally

Fingering: frequently

LICENSURE/CERTIFICATION REQUIREMENTS:

None

OTHER TRAINING, SKILLS, & EXPERIENCE REQUIREMENTS:

Specific Vocational Preparation Requirements:

() 1. Short demonstration only.

- 2. Any beyond short demonstration up to and including 30 days.
- 3. 30-90 days.
- 4. 91-180 days
- 5. 181 days to 1 year.
- 6. 1 to 2 years.
- 7. 2 to 4 years.
- 8. 4-10 years
- 9. Over 10 years.

PHYSICAL ACTIVITY REQUIREMENTS:

PRIMARY PHYSICAL REQUIREMENTS:

LIFT up to 10 lbs.: frequently required
LIFT 11 to 25 lbs.: occasionally required
LIFT 26 to 50 lbs.: occasionally required
LIFT over 50 lbs.: seldom required

CARRY up to 10 lbs.: frequently required
CARRY 11 to 25 lbs.: occasionally required
CARRY 26 to 50 lbs.: occasionally required
CARRY over 50 lbs.: seldom required

REACH above shoulder height: seldom required
REACH at shoulder height: frequently required
REACH below shoulder height: frequently required

PUSH/PULL: seldom required

OTHER PHYSICAL CONSIDERATIONS:

Twisting: required
Bending: required
Crawling: not required
Squatting required
Kneeling: required
Crouching: required
Climbing: not required
Balancing: seldom required

WORK SURFACE(S):

outdoors