



JOB DESCRIPTION

Position Title: **Community Tennis Instructor and/or tournament assistant**

USTA Intermountain/Idaho – Idaho Tennis Association

Reports to: Idaho Tennis Association (IdTA) Junior Program Coordinator and/or the Social Programs Coordinator depending on the program type.

Status: Part-Time, Seasonal depending on the duties, Non-exempt position

Year: 2026

Purpose of Position:

To provide tennis instruction for Tennis is Elementary, Play Days, or Social Tennis for adults 18 and older. Additionally, an opportunity to work a tournament desk for either junior tournaments and/or adult league district events as needed

Position Duties:

- TIE/Play Days – Set up and tear down of equipment along with tennis instruction to participants, follow school/facility protocol for safety of the participants in the class or play day
- Social Tennis – Instruction and/or coordination of play for the 1.5 hours per class
- Tournament Desk – Assist or run a site for junior events or adult league district events - put players on the court, record and report scores
- Other duties as assigned

Measurements:

- Parent/player feedback
- Being on time for set up and teaching

Internal Relationships:

- For all junior programs and tournaments, this position reports to the Junior Program Coordinator

- For all adult programs, this position reports to the Social Programs Coordinator

Ideal Qualifications:

- Knowledge or experience teaching tennis to adults and/or juniors
- Safe Sport Approved – **this is required** prior to working at any site which includes passing a background check
- Ability to work well with others
- Large group management skills
- Tennis background

Compensation:

- Tennis Is Elementary Instructor - \$40.00/hour
- Social Tennis Instructor/site coordinator - \$40.00/hour
- Assisting with Play Days - \$40.00/hour
- Tournament Desk junior event or Adult League District event - \$23.00/hour
- Trainings - \$20.00/hour

Estimated Hours: Varies based on the program need

Disclaimer: This information is intended to describe the general type of work and level of the position. It is not an exhaustive list of all duties and responsibilities required for the position.

The Idaho Tennis Association is an Equal Opportunity Employer