

HOLLANDSE CLUB

TENNIS DIRECTOR

The Hollandse Club is looking for a dedicated **Tennis Director** who will be responsible for the existing and new Sports activities for the Club. The successful candidate is a professional who has gained extensive experience in high performance sports and has a proven track record of excellence in the development and execution of integrated sports programmes. In addition, the candidate should have a track record in sports coaching at a high level.

Job Overview:

The Hollandse Club is seeking an experienced and dynamic **Tennis Director** to lead and oversee all tennis-related activities and programs. The Tennis Director will be responsible for the strategic planning, management, and daily operation of the club's tennis department. This includes managing staff, developing and implementing tennis programs for all ages and skill levels, organizing events, maintaining relationships with members, and ensuring that the tennis facilities are well-maintained and meet high standards of quality.

Key Responsibilities:

Program Leadership & Management:

- Develop, implement, and oversee comprehensive tennis programs, including lessons, clinics, leagues, and social events for members of all skill levels.
- Create a diverse and engaging tennis calendar with activities for juniors, adults, and senior players.
- Coordinate the scheduling of tennis courts and programs to optimize facility usage.
- Monitor and adjust programs based on member feedback and participation trends.

Staff Management:

- Hire, train, and supervise a team of tennis professionals and support staff, ensuring high-quality instruction and service.
- Provide ongoing training and professional development opportunities for staff to maintain top-level teaching standards.
- Manage scheduling, performance evaluations, and ensure a collaborative and supportive team environment.

Event Management:

- Plan and organize tennis tournaments, social events, exhibitions, and special activities.
- Oversee all logistics for tournaments, including scheduling, promotion, and managing the tournament desk.
- Work closely with the club's events and marketing teams to ensure tennis events are well-publicized and successfully executed.

Member Engagement & Customer Service:

- Act as the primary point of contact for tennis-related member inquiries, concerns, and feedback.
- Foster a friendly, welcoming, and professional environment to enhance member satisfaction and retention.
- Proactively engage members to encourage participation in tennis programs and events.
- Develop a feedback system to ensure member needs are consistently met.

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Facility Oversight:

- Ensure that the tennis courts, equipment, and facilities are maintained to the highest standard.
- Work with the maintenance team to schedule repairs, cleaning, and regular court upkeep.
- Oversee the procurement of tennis equipment, including racquets, balls, nets, and court maintenance supplies.

Budgeting & Financial Management:

- Develop and manage budgets for tennis programming, ensuring financial objectives are met.
- Monitor revenue from lessons, events, and retail sales to ensure profitability.
- Report regularly to the Club General Manager on the financial performance of tennis operations.

Marketing & Promotion:

- Create and execute marketing campaigns to promote tennis programs, events, and membership opportunities.
- Utilize digital channels (website, social media, newsletters) to promote tennis activities and enhance visibility within the club community.
- Partner with other departments at the club to cross-promote tennis programs and drive engagement.
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Membership Development:

- Develop strategies to increase membership engagement in tennis, including offering introductory programs for new players or non-members.
- Create programs to attract younger players and families to ensure long-term growth of the tennis program.

Required Qualifications:

- **Experience:** Minimum of 5 years of experience in tennis coaching, management, or related positions, including prior experience as a Tennis Director or in a leadership role in a tennis program.
- **Education/Certifications:**
 - Certification from a recognized tennis organization (e.g., USPTA, PTR) is preferred.
 - A background in sports management or similar education is beneficial.
- **Skills:**
 - Exceptional leadership, organizational, and communication skills.
 - Strong understanding of tennis coaching, player development, and program management.
 - Ability to engage with a diverse membership and create a positive environment for all players.
 - Proficient in budget management and event coordination.
 - Familiarity with tennis facility management and maintenance.
 - Engagement with Kids

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Preferred Attributes:

- Previous experience working in a private club or similar environment.
- Strong network within the tennis community and ability to attract top-level coaches or players for special events.
- A passion for tennis and a commitment to fostering a fun and engaging tennis culture at the club.

Working Conditions:

- Full-time position with flexible hours, including weekends and evenings, particularly during peak seasons or event weekends.
- Opportunity to work in a prestigious, well-established club offering excellent facilities and a vibrant membership community.

Please note Club members and their families are excluded from applying for this position.

Salary Range:

- \$7000 - \$12,000 per month (depending on experience)

Procedure

- If you are keen to join our dynamic team, email your detailed CV and motivation to the attention of the General Manager, via gm@hollandseclub.org.sg
- Within your application, clearly state your citizenship, your employment eligibility status in Singapore and if you require sponsorship for a Work Pass.
- Recent employer references will be required
- Only short-listed applicants will be invited for an interview. To those applicants not short-listed, we extend our appreciation for considering the Hollandse Club as a potential employer.

The Hollandse Club

The Hollandse Club (www.hollandseclub.org.sg) is an informal, family oriented, international club in a resort style setting. It offers a wide range of sports, recreation, and dining facilities for its members. Being part of the Hollandse Club means working in a dynamic and multi-cultural work environment with an international group of colleagues coming from a vast variety of countries.

With over 3,000 members and sports & activities for adults and kids of all ages, when you join the Hollandse Club team you'll learn that we really do 'Take Play Seriously'

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Join The Team!

With values that are rooted in the 'Dutch values' of openness and inclusivity the Club aims to promote an authentic, unpretentious, and inquisitive environment for members and staff. A career at the Hollandse Club can be especially rewarding.

- Professional Development
- Annual Wage Supplement
- CNY Ang Pow
- Staff Meals
- Health Insurance
- Dental Treatment
- Personal Wellbeing Allowance & Leave
- Birthday Voucher & Leave