



National Junior Tennis and Learning Summer Employment Opportunity

All applicants who wish to apply for one of the staff positions listed below should have either participated in, achieved or have knowledge/experience in at least 5 of the qualification categories listed in each job position. Applicants should also have a track record of tennis related work and activities along with youth camp experience.

Site Manager/Head Coach

Qualifications

- Must have good leadership and communication skills
- Must have experience and knowledge of teaching the basic fundamentals of tennis
- Must have good program management skills
- Must have a 3.5 NTRP rating or above
- Must be a good listener, responsible and demonstrate good judgment for solving problems
- Must be 18 years or older with a registered car, valid driver's license and insurance
- Former or current collegiate tennis player, former MSTTA or national ranked junior/adult player
- USPTA/USPTR Certified
- Attended USTA On-Court Training Workshops

Assistant Instructor

Qualifications

- Former NJTL junior instructor
- Former participant of junior clinics, MSTTA or national tournaments, high school tennis player...
- Privately coached for more than 5 years
- Plays on a collegiate tennis team at a college or university
- Must be 18 years or older
- Must be mature, reliable, patient and responsible
- Must be able to work with large groups of kids in a professional manner
- Must be able to teach the basic fundamentals of tennis
- Attended USTA On-Court Training Workshops

Junior Instructor

Qualifications

- Must be 14 years of age and currently enrolled in high school
- Currently active in tennis clinics, tournaments, private lessons, school team, etc...
- Must be responsible, dependable, reliable, respectful and a good listener
- Must have a good understanding of teaching basic tennis strokes
- Must be able to follow directions and willing to learn
- Must have some experience of working with large groups of children in a tennis camp
- Attended USTA On-Court Training Workshops

Program Start/End Date: June 25, 2012 – August 9, 2012



NJTL Employment Application

GENERAL INFORMATION

First Name: _____ Last Name: _____ MI: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: () _____ Cell Number: () _____

Email Address: _____ SSN#: _____

Date of Birth: _____ Age: _____ Gender: Male: _____ Female: _____ Ethnic Code # (optional): _____

1=African American; 2=Caucasian; 3=Hispanic; 4=Asian American; 5=Native American; 6=Other

College: _____ School: _____

College Students Only

High School Students Only

PROGRAM INFORMATION

Which NJTL site would you prefer to work? _____

Which NJTL site did you work in previous years? _____

Did you participate in the NJTL program as a child? Yes _____ No _____ how many years? _____

What was the name of your site? _____

New Employee _____ **OR** Years on staff: Supervisor _____ Site Manager _____ Instructor _____ Jr. Instr. _____

Position desired: NJTL Supervisor _____ Site Manager _____ Instructor _____ Jr. Instructor _____

UNIFORM INFORMATION

Shirt Size: Men's: S _____ M _____ L _____ XL _____ XXL _____ Women's: S _____ M _____ L _____ XL _____

EMERGENCY CONTACT INFORMATION

Name: _____ Home Phone: _____

Relationship: _____ Work Phone: _____

Cell Phone: _____

INSURANCE INFORMATION (required for supervisors, site managers and instructors)

Auto Insurance Co. Name: _____

Insurance Telephone #: _____ Policy #: _____

Effective Date: _____ Expiration Date: _____ Personal Liability Limit: _____

Vehicle Registration #: _____ License Plate #: _____

Year/Make and Model of Vehicle: _____

LICENSE INFORMATION (required for supervisors, site managers and instructors)

Drivers License #: _____ State: _____ Issue Date: _____ Expiration Date: _____

Signature: _____ **Date:** _____

Note: Please submit a resume or listing of experience if you are a new applicant