

## **TITLE OF POSITION: VANCOUVER ISLAND REGIONAL MANAGER**

### **ABOUT THE ROLE**

The purpose of this role is to promote, support, communicate and lead Tennis BC initiatives on Vancouver Island. The Vancouver Island Regional Manager will be provided a contract to initiate, develop and coach tennis BC strategic initiatives in this community. The Regional managers will be the face of Tennis BC in the region and be an entrepreneurial coach who is passionate about growing tennis in their community and who take a hands-on approach to growing the game.

### **SCOPE OF RESPONSIBILITIES**

This role has four components;

- A. Developing relationships and implementing programs with the tennis clubs and facilities to support and coordinate the pathways of junior tennis development; progressive tennis through 3-star events, with a focus on u12 player development
- B. Growing Tennis BC schools, outreach and community programs
- C. Supporting Tennis BC's Strategic plan initiatives as it relates to Vancouver Island.
- D. Create regular reports following Tennis BC's funding partners metrics and KPI's

### **DETAILS OF PROGRAMS**

- A. Developing relationships with the tennis clubs and facilities to support and coordinate the pathways of tennis development
  - a. Communicate with local clubs and tennis facilities to support, promote, and track progressive tennis programs being implemented. The candidate will coordinate annual calendars and track what programs are being offered, how many participants, and the movement of participants through the various levels of programs being offered.
  - b. Work with Tennis BC's player development team to provide support and pathway information to parents, players, coaches and clubs such that more players enter the pathway and progress through the development levels.
  - c. Work with Tennis BC to coordinate and communicate development regroupings
- B. Schools and Outreach Programs
  - a. Organize and implement Tennis BC's school learn to play programs in the community as the head coach or using local coaches with a plan to develop a long-term business model
    - i. Coordinate with the leader of the TBC School program to identify local schools interested in tennis and to market and teach the schools programs
    - ii. Initiate new ways to develop school's programs through team tennis and other creative opportunities

- b. Organize and Implement Tennis BC's Outreach Programs
  - i. Plan, organize and lead various outreach programs on behalf of Tennis BC
  - ii. Team tennis working with boys and girls' clubs, YMCA, etc.
  - iii. Aboriginal communities
  - iv. Other supported communities (ie: Girls in Action, Canucks Autism)
- C. Implement Tennis BC's strategic plan initiatives for Vancouver Island
- D. Reporting
  - a. The candidate will generate reports to identify key metrics that support Tennis BC's funding agencies requirements and Tennis Canada initiatives

### **SKILLS REQUIRED**

1. Entrepreneurial initiative to develop relationships and develop sustainable programs
2. TPA certified coach or if not certified, a willingness to go through either full certification or a modified progressive tennis certification. Tennis BC may provide financial support depending on the candidate.
3. Positive, organized and energetic communication skills in handling youth under the age of 12 and other specific targeted recipients of tennis development.
4. Ability to work independently in developing local programs
5. Ability to work in a team environment with the Tennis BC team
6. Basic computer skills for reporting

### **JOB SPECIFICS**

1. A contract will be provided to the successful candidate to implement the programs. This role is not a full time employee of Tennis BC. The contract fee will be determined upon the candidates experience and time commitment required. This role is best suited to a current tennis coach who has access to courts.
2. Regular communication with Tennis BC leadership is required to ensure programs are being well marketed and growing.
3. A successful criminal background check is required and paid by Tennis BC.

Please submit a cover letter and resume to:

Mark Roberts

[mroberts@tennisbc.org](mailto:mroberts@tennisbc.org).