

CITY OF OMAHA GENERAL JOB DUTIES PART-TIME/SEASONAL

No. 9600

TENNIS CLINIC INSTRUCTOR

NATURE OF WORK

This work involves instruction in the youth tennis “Learn to Play” program.

ESSENTIAL FUNCTIONS (Any one position may not perform all of the duties listed, nor do the listed examples include all of the duties that may be performed in positions allocated to this class. Also, the duties are not necessarily listed in order of importance or frequency of performance.)

Registers children and groups them according to age and takes daily attendance at each tennis site.

Checks out rackets, balls and other equipment to participants and collects them following each session.

Instructs participants according to weekly lesson plans, conducting drills in specific tennis skills such as forehand, backhand, lob, and service.

Assists in planning and arranging tournaments and monitors participants during the matches.

Scores, referees, and judges the matches.

Supervises the participants and maintains order.

Performs other duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the rules and play of the game of tennis.

Knowledge of the arranging of tournaments.

Ability to play the game of tennis.

Ability to provide instructions to and set up drills for participants of all ages and ability levels.

Ability to score, referee, and judge tennis matches.

Ability to communicate effectively with co-workers and the public.

Ability to understand written and oral instructions.

Ability to move about the facility 75 to 100% of the work day.

SPECIAL QUALIFICATIONS

Must be able to transport oneself or coordinate transportation to tennis sites throughout the City during the course of the work day.

EQUIPMENT OPERATION (Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)

Tennis Racket and Balls

Tennis Net, Posts, Straps, and Bands