

## **TENNIS CENTER MEMBERSHIP DIRECTOR**

**YMCA:** YMCA of the Capital Area

**Location:** Baton Rouge, LA

### **Job Description:**

Awesome opportunity for seasoned Mission-driven YMCA professional to lead 20-court tennis complex at our flagship branch, the Paula G. Manship Branch. Built in 1997, the Paula G. Manship Branch is viewed as the flagship branch in our Association. Poised for excellent growth this 43-acre campus includes a 20-court tennis complex, youth sports complex, ropes course, lake, gymnasium, and two outdoor pools. The Paula G. Manship Branch is the largest branch of our 8 branch locations.

### **JOB RESPONSIBILITIES**

Responsible for the overall management and development of the branch's tennis membership program and facilities; the administration of all strategies to achieve tennis membership sales, retention, court scheduling and program growth while effectively utilizing all available resources.

### **JOB REQUIREMENTS**

A Bachelor's degree is preferred. Minimum 2+ years' supervisory experience. He/she must be a tennis enthusiast and be able to work nights and weekends as necessary. This position requires an individual with an enthusiastic personality who can develop harmonious relationships with staff, members, volunteers, vendors and community leaders. He/she must present a professional image and have excellent written, oral and presentation skills. He/she must have successful professional experience in administration, management, marketing, budgeting, advertising and public relations. He/she must be highly organized, possess superior supervisory skills, conflict resolution skills, and demonstrate sound judgment, initiative and independent thinking. He/she must demonstrate a proven ability to recruit, train, and lead volunteers and staff. He/she must be CPR and First Aid Certified.

YMCA Team Leader or Organizational certification a plus. YMCA experience is preferred.

Must be able to pass criminal background check and pre-employment drug screen.

Applicant must be committed to relocating to Baton Rouge.

NOTE: References will be check on final candidates.

**Salary:** Commensurate upon experience

### **Additional Compensation Details:**

Full 12% paid retirement.

The YMCA offers an excellent benefits package including health, dental, life, vision, LTD, retirement, and paid leave.

## **HOW TO APPLY**

Incomplete submissions will not be accepted. A complete packet contains the following information: 1) Cover letter of introduction; 2) Resume; 3) Salary History including your current employer and past employers; 4) three employer references including contact telephone numbers. Complete packets may be mailed to: YMCA of the Capital Area, ATTN: H.R. Director, 350 S. Foster Drive, Baton Rouge, LA 70806 or email: [djacobs@ymcabatonrouge.org](mailto:djacobs@ymcabatonrouge.org)

**Apply By Email: [djacobs@ymcabatonrouge.org](mailto:djacobs@ymcabatonrouge.org)**

**Resumes until: 2/25/2012**

**Contact:** Debbie A Jacobs  
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