

Golf Club of Avon



Job Description Director of Racquets

About the Club:

Nestled in the Farmington Valley, the Golf Club of Avon is a private club providing its members with a full range of family-oriented recreational and social activities. Founded in 1925, the Golf Club of Avon has emerged from a 9-hole golf course to a full-service country club that now provides 27 holes of golf to challenge every golfer's ability, a racquet center featuring eight Har-Tru courts, 4 pickleball courts, 3 paddle tennis courts, an Aquatic Facility featuring a heated pool with a zero entry level area and a diving well. The Club's gross revenue exceeds \$7 million. There are 200 staff members at the height of the season and a total of 550 family members.

Job Summary:

The Director of Racquets shall work with the Board of Governors ("BOG"), the Sports Committee and Chief Operating Officer ("COO") to develop and maintain the type of racquet programs (tennis, pickleball and paddle - "TPP") the membership desires. The Director of Racquets must be courteous, sincere, professional, outgoing and engaging with both members, their guests and co-workers at all times.

Duties and Responsibilities:

1. The Director of Racquets shall devote their time, attention and energies to the performance of the duties as Director of Racquets at the Club. As part of those duties, The Director of Racquets shall make all attempts to attend all meetings of the Sports Committee, Membership Engagement Committee and club functions as designated by the COO, including meet and greet events for new members
2. The Director of Racquets shall behave at all times and in all manners in accordance with the standards of racquet professionals and as established by the USTA, APTA and USA Pickleball
3. In cooperation with the Sports Committee, the Director of Racquets shall initiate and promote racquet activities throughout the year and conduct all racquet tournaments for members and guests.
4. The Director of Racquets shall, in conjunction with COO, hire, supervise and train any additional racquet employees to perform the duties and services which in the opinion of the Club is necessary. The number of employees and

their salary shall be determined with the approval of the BOG, Finance Committee and COO.

5. The Director of Racquets will devote full time racquet services exclusively to the Club and promote a pleasurable racquet experience for its members throughout the entire calendar year according to the plan and budget.
6. The Director of Racquets will be responsible for the general management and maintenance of the racquet facilities (tennis, pickleball and paddle) and implementation of year round racquet programs for Women, Juniors and Men.
7. The Director of Racquets is responsible for all formal racquet instruction to members and guests.
8. The Director of Racquets will operate a quality Pro Shop to sell to members - racquets, balls and other usual accessories of tennis, pickleball and paddle.
9. The Director of Racquets will be responsible for tracking court usage, lessons and the pro shop and provide a weekly report to the COO to help gain data analytics around the racquet programs at GCA. In addition, this role will monitor and report all guests for applicable charges to member accounts.
10. The Director of Racquets agrees to be available, when requested, to attend the regular and special meetings of the BOG to discuss any areas of expertise within the realm of the Director of Racquet duties and those for the benefit of the Club.
11. The Director of Racquets reports directly to the COO for the daily operations of the Club including policies and procedures.
12. The Director of Racquets shall be responsible for any other duties and tasks that may arise that are not specifically mentioned in any of the above that are integral to managing and maintaining a high quality of service for members.
13. The Director of Racquets will communicate effectively with the members regarding programs, tournaments, events, etc.
14. The Director of Racquets will maintain a calendar of social events and tournament events aimed at increasing the participation and quality of play of GCA membership.
15. The Director of Racquets is encouraged to continue to develop their skills in paddle, pickleball and tennis through tournament play and training.
16. Maintain current racquet certifications by participating in continuing education as approved by the COO.

Salary and Benefits:

- This is a full-time position
- Salary will commensurate with experience
- Standard benefits including health insurance, dental insurance, vacation, and 401(k) with a match

Interested candidates should submit a compelling cover letter and resume to the COO/CFO Kimberly Pérez at kperez@golfclubofavon.com