



BISHOP DWENGER HIGH SCHOOL

Head Men's Tennis Coach

Job Description: Bishop Dwenger High School educates the hearts and minds of students who are diverse in talent, ethnicity, and society. As a faith community, Bishop Dwenger strives to provide each student with a rich academic background, an appropriate sense of self, an opportunity for growth, a commitment to family, community, nation and world, and a respect for the spiritual dignity of all persons. Bishop Dwenger faculty and staff are expected to be men and women of integrity and able to foster Bishop Dwenger's mission values that will set a positive example for all students.

Job Summary: The Tennis Coach provides training to students who wish to learn how to play tennis, improve their tennis skills, or compete in tennis tournaments. They coordinate individual and group tennis lessons, develop training programs based on students' tennis skills, and evaluate students' performance. They will also plan, schedule and implement a regular program of training and attend all practices, competitions, meetings and activities associated with the sport.

Job Responsibilities:

- Promotes the Faith and Teachings of the Catholic Church to all involved in the tennis program.
- Fosters a community spirit consistent with Bishop Dwenger High School and core values among coaches, student athletes and parents. Assures respect for the uniqueness of the individual athlete and develops the whole person, by demanding good sportsmanship, promoting positive coaching practices, communicating effectively with all constituents, and establishing and fostering a good relationship with student athletes, parents, faculty members, administrators, and coaches.
- Oversees the varsity and junior varsity teams and staff members.
- Organize and conduct practices and competitions.
- Follows and maintains knowledge of school policies and procedures relevant to the position.
- Instructs and demonstrates the skills and techniques necessary for individual and team achievement.
- Develop and coordinate a competitive diving program by working closely with athletes on skill development, teamwork, and leadership.
- Ensures a certified coach is present at all practices and contests.
- Ensures that proper storage, maintenance and inventory of all athletic equipment and uniforms is adhered to.
- Works with AD office to all financial policies of the school, regarding the collection and disbursement of money, expenses and receipts.
- Maintains necessary records and completes required paperwork in a specified time and manner.
- Enforces discipline policies and emphasizes sportsmanship and healthy lifestyles.
- Ensures that appropriate rules and regulations regarding the conduct and eligibility of athletic activities and athletes are explained and followed.
- Maintains a safe environment, including facilities, for student athletes at all times.
- Manages field care and maintenance of the facility.
- Ensures that medical and safety procedures are followed in the event of an athlete's injury.
- Other duties related to team coaching as assigned by the Athletic Director.
- Assisting students in developing and improving various tennis skills.
- Assessing students' tennis skills to determine areas in need of improvement.



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- Identifying the learning styles that work best for each student and adapting all coaching methods accordingly
- Scheduling meetings with students' parents or guardians to discuss their progress.
- Attending students' tennis matches, competitions, and tournaments as required.

REQUIREMENTS:

- Proven experience working as a Tennis Coach or Instructor.
- Sound knowledge of various coaching techniques.
- CPR and first aid certifications.
- The ability to motivate students.
- Excellent organizational, analytical, and problem-solving skills.
- Exceptional communication and customer service skills.
- A passion for tennis.
- Must possess effective coaching techniques and skills.
- Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport.
- Must possess the ability to establish and maintain effective working relationships with school administrators, parents, and students.
- Knowledge of the IHSAA athletic rules and regulations
- Undergo a criminal background check.

Application Deadline: December 19, 2021

Start Date: As soon as possible, for the Winter 2021-2022 season

Location: Bishop Dwenger High School, Fort Wayne, IN

Contact: Greg Slee, Athletic Director
gslee@bishopdwenger.com or 260-496-4733

To Apply: Go to <https://theapplicantmanager.com/careers?co=df>