



# KAPLEN JCC on the Palisades

Kaplen JCC on the Palisades, Taub Campus, 411 E. Clinton Avenue, Tenafly, NJ 07670

[www.jccotp.org](http://www.jccotp.org)

**JOB TITLE:** Tennis Coach

**SUPERVISOR:** Keri Thoren

**STATUS:** Part time, hourly.

If you are interested in being part of a warm and welcoming professional team focused on ensuring a place of belonging and delivering excellent opportunities to its members and the community, come join our team. The Kaplen JCC on the Palisades (Kaplen JCC) is seeking a professional who is dedicated to using sports as a vehicle for character building and community engagement, who views the Tennis court as a space for growth, inclusion, and fun.

## KAPLEN JCC ON THE PALISADES

The Kaplen JCC is a welcoming home away from home for all who pass through its doors in Tenafly, NJ and for the wider community. We are a leading nonprofit, charitable organization deeply rooted in Jewish values and tradition, and are a vibrant and welcoming home for the Jewish People. We are a place that welcomes all, cultivating the social, intellectual, physical, and spiritual well-being of the entire community. We are a strength-based organization and pride ourselves on our inclusive and welcoming workplace that celebrates the diversity of our employees. We stress a supportive environment in which people are treated with appreciation and respect and positioned to do their best work every day. Our vision is to be the center point of Jewish life in our community and to engage all generations in our mission and values. We serve 3,000+ membership units and over 750,000 people each year in our 200,000 square foot building and acres of outdoor grounds and facilities.

## POSITION OVERVIEW

We are seeking a an enthusiastic, skilled, and dependable **Part-Time Tennis Coach** to join our Athletics team. This year-round role is responsible for delivering high-quality tennis instruction to players of all ages and skill levels in a welcoming, inclusive, and community-centered environment.

The ideal candidate is passionate about teaching tennis, fostering player development, and creating positive experiences that build confidence, skills, and a lifelong love of the game.

## **RESPONSIBILITIES AND OPPORTUNITIES**

### **Coaching & Instruction**

- Provide tennis instruction for:
  - Youth and teen group lessons
  - Adult group lessons
  - Clinics, camps, and private or semi-private lessons (as assigned)
- Teach fundamentals, technique, strategy, and sportsmanship appropriate to age and skill level
- Adapt instruction to meet diverse abilities and learning styles
- Create engaging, safe, and well-structured lesson plans

### **Program Support**

- Support year-round tennis programming, including seasonal sessions and special events
- Assist with player evaluations and placement when needed
- Communicate effectively with participants and families regarding progress and expectations
- Uphold program standards and JCC values

### **Safety & Professionalism**

- Maintain a safe and positive learning environment at all times
- Ensure proper use and care of equipment and facilities
- Follow all JCC policies, procedures, and risk management guidelines
- Serve as a positive role model for participants and fellow staff

## **QUALIFICATIONS & SPECIALIZED SKILLS**

- Strong tennis playing and instructional background
- Experience coaching youth, teens, and/or adults
- Ability to teach a range of skill levels, from beginner to intermediate/advanced
- Excellent communication and interpersonal skills
- Reliable, professional, and team-oriented
- Ability to work year-round with a flexible schedule

### **Preferred**

- Certification from a recognized organization (USTA, PTR, USPTA, or similar)
- Prior experience in a community center, club, school, or camp setting
- CPR/AED and First Aid certification (or willingness to obtain)
- Experience working in inclusive or multigenerational environments

**SALARY RANGE:** \$50-\$60 per session, commensurate with experience and certifications

This job description is not intended to be all-inclusive, and the Tennis Coach will also perform other reasonably related business duties as assigned by its supervisor or other management, as required. The Kaplen JCC reserves the right to revise or change job duties as needs arise. This job description does not constitute a written or implied contract of employment. The Kaplen

JCC is proud to be an equal opportunity employer. In keeping with our Jewish values, we are dedicated to a policy of nondiscrimination in employment on the basis of race, religion, color, sex, sexual orientation, gender identity or expression, national origin, age, marital status, citizenship, veteran's status, physical or mental disability that does not prohibit the performance of essential job functions (with or without reasonable accommodation) or any other basis protected by federal, or applicable, state or local law. We welcome everyone interested in our mission to join us. If you require accommodation, please contact us and we will make every effort to meet your needs.

Don't meet every single requirement? Studies have shown that women and people of color are less likely to apply for jobs unless they meet every single qualification. At the Kaplen JCC, we are dedicated to building a diverse, inclusive, and authentic workplace, so if you're excited about these roles but your past experience doesn't align perfectly with every qualification noted above, we encourage you to apply. You may be just the right candidate for this or other positions.

**To Apply:** Please send resume to [Athletics@jccotp.org](mailto:athletics@jccotp.org)