

Sector Leaders

Responsible for maintaining quality of program and staff supervision at assigned sites. Sector leaders will act as a liaison between the sites and the summer program director, helping lead/manage the program and to resolve issues.

SLs create a rotating schedule so that they are spending an entire morning or afternoon, or when necessary an entire day, at each of their assigned sites throughout each week. They are expected to work on court with the tennis staff and support the Reading Coordinator with the literacy aspect of the program. SLs may also be asked to assist with or cover other sectors in case of staffing shortages and their oversight responsibilities and seniority will remain the same.

SLs meet with assigned sites on a biweekly basis before or after program hours or more frequently if the site issues so dictate. SLs will also meet with other sector leaders and summer director on a weekly basis to review best practices and challenges at their sites and will attend all other meetings required by the summer director. SLs will be expected to fill out a weekly site/staff report that addresses the above responsibilities.

SLs are also responsible for filling out weekly mileage and expense reports and submitting equipment requests in writing to the appropriate staff person (driver/summer director). SLs are responsible for collecting daily staff sign-in sheets to turn in for payroll. SLs will also distribute and collect documentation, student attendance forms, incident reports, and team tennis score sheets.

SLs will report to the summer program director and work closely with director to ensure that all site operations reflect the mission of Tenacity.

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WOMEN AND MINORITIES STRONGLY ENCOURAGED TO APPLY!**

We are an equal opportunity employer and do not discriminate based on race, religion, gender, age, sexuality, gender identification, or physical ability.

To apply please fill out an online application:

<http://www.tenacity.org/Article.php?id=newstaffapplication>