



Job Title: Ace Academy – Tennis/Racquets Coordinator

Type: Full Time

Reports To: Chief of the Pathway to Post-Secondary Success

OVERVIEW OF TENACITY

Founded in 1999, Tenacity’s mission is to improve the scholastic, character, and physical development of urban youth through a combination of academic instruction and tennis instruction/competition. The **Ace Academy (Ace)** is an intensive three year program consisting of academic enrichment, homework help, and tennis/fitness programming. Working in partnership with the Boston Public Schools, the Ace Academy currently delivers an intensive three-year experience for middle school students at four partner schools (Curley (K-8), Frederick Pilot Middle School, McCormack Middle School, and the Mario Umana Academy (K-8). The Ace currently serves approximately 220 middle school students.

The Ace integrates academic-based programming and supervised tennis activities in a structured, supportive environment. The activities focus not only on building academic and tennis skills but promoting resilience and 21st century skills among young people facing challenges on the path to adulthood. Academic support is guided by Ace Site Directors, who work closely with the teachers at the partner schools to help identify the needs and strengths of each of the students. The curriculum is closely aligned with state and city English Language Arts Frameworks and aims to prepare Tenacity students for future academic success.

Each Ace student makes a three-year commitment to attend the program three or four afternoons per week for 30 weeks, each of their sixth, seventh, and eighth grade school years.

DESIRED RESPONSIBILITIES, QUALIFICATIONS AND EXPERIENCES:

As Tenacity grows to meet the critical needs of Boston’s children, it offers a unique opportunity for a talented professional who understands the development of the whole child. The successful candidate will have a strong passion for working with children. He or she will be creative, fun, energetic, team-oriented, and ready to go the extra mile in serving the students.

Tenacity’s goal is to support our students on their way to post-secondary success, and the successful candidate will be firmly dedicated to that goal. He or she will also understand clearly how the experience of learning and playing tennis can truly change the course of a child’s life.

RESPONSIBILITIES:

- Effective Implementation of Tennis Program
 - Create a safe and affirming team culture in which students can take risks, work hard and support each other as they develop their tennis skills
 - Develop and implement instructional plans that offer high structure programming
 - Respond to students in the moment
 - Prepare and maintain equipment

- Overall Success of Site
 - Help recruit, select and register middle school students for the program
 - Maintain high student retention rates and site attendance rates.
 - Support site teammates however necessary
 - Comply with all program requirements including those specified by the school's education service contract
 - Build and manage relationships with the principal, teachers and parents to discuss individual student progress and ways to better meet the needs of the students and school.
 - Participate in school meetings
- Data Collection
 - Collect and compile fitness and tennis data in a timely and organized way.
 - Maximize student participation in data collection activities
 - Create a culture of high achievement on fitness and tennis measures
- Elementary Tennis
 - Schedule and implement elementary tennis to the feeder elementary schools
 - Use this program as a way of recruiting elementary school students into the summer and school-year programs that Tenacity offers
- Summer
 - Work in a lead role in Tenacity's Summer Tennis and Reading Program (STRP)
 - Help design and implement STRP training
- Expectations for this position include assistance in other program areas such as Family Engagement

QUALIFICATIONS AND EXPERIENCES

- 3+ years of experience implementing youth tennis programming, preferably in large group settings
- Passion for working with kids as a Sports Based Youth Development practitioner and coordinator
- Previous experience working with urban, multi-cultural constituents
- Previous experience as a coach or mentor
- Behavior management experience
- Strong interpersonal, team development, management, organizational and communications skills
- Proficiency in verbal and written communication, Microsoft Word, Excel
- Bilingual a plus
- Drivers License Required
- Owning a car is a significant plus
- Creativity, high energy, sense of humor and willingness to go the extra mile

Salary range: \$50,000-\$60,000