

SUN CITY TENNIS ASSOCIATION

Tennis Ambassador

Title of Position: Tennis Ambassador

Reports to: Director, Tennis Ambassadors

Job Description: Works as an ambassador to help new residents acclimate to tennis within Sun City, while learning about the opportunities and benefits of joining SCTA. Represent SCTA with a positive and encouraging emphasis as s/he meet new residents and members.

General Responsibilities:

- Follow all SCTA, Lifestyle Services, and SCHHCA Rules and Regulations.
- Represent your level of tennis for corresponding new players and members. Ideally, Tennis Ambassadors will represent one level of rating—2.5, 3.0, 3.5, and 4.0 for both men and women. At times, one tennis ambassador may be asked to handle two continuous (3.5 and 4.0 for example) levels.
- Make sure each new player receives a copy of the “Getting Started” sheet with the current information on SCTA, dues, rating clinics, leagues and other playing opportunities.
- Distribute the “Easy Sheet” and help new members understand how important it is to work with the staff at the Logo Building.
- Make sure the new members get added to Chelsea.
- Work SCTA events connected to membership such as the Club Fair.
- Working with Director, Tennis Ambassadors, follow up with new members to make sure they are reaching their goals within the Sun City tennis community.