

ABC Club – Club Pro Services
Terms of Appointment

Mar 30, 2015

Appointment

The CLUB NAME HERE (herein referred to as the Club) has appointed **PROS NAME HERE** as Club Professional for the YYYY tennis season.

Terms of Appointment

This appointment is for the period of FROM DATE through TO DATE

THE SERVICES TO BE PROVIDED SHALL BE GENERALLY BUT NOT LIMITED TO THE FOLLOWING:

Private/Group Lesson Guidelines

1. Collect private and group lesson fees. Club Pro is responsible for arranging and booking all lessons.
2. Teach private and group lessons on Club property with a fee structure approved by the Club Executive before lessons beginning in May.
3. Mark the reservation board indicating the use of the court by the Club Pro for lessons.
4. All lessons are to be conducted on **Court x** when the majority of courts are in use or when Intercounty matches are scheduled. Junior group lessons may take up to 3 courts, however, they should only be booked during Junior hours (4-7pm).
5. Club Pro will **not** book lessons on scheduled club social times.

Promoting Tennis and Own Image

6. The Club Pro shall make every effort to promote tennis and own image at the Club, through some of the following means:
 - arrange demo nights during social events as requested
 - organize and participate in one or more club events
 - ensure club growth and continuous improvement through exchange of ideas with Club Executive and members.
 - Make use of material and promotions provided thru various programs from the OTA (eg: Pathways)

Promoting Junior Tennis Participation

7. Responsible for organizing and coaching the Junior Intercounty team(s) to ensure the program is running effectively.
8. Structure and attend programs for Junior Opening Day and the Junior Yearend Tournament.
9. Organize and run the junior houseleagues.
10. Run a Junior Tennis Camp during non prime hours, as outlined in the Club newsletter.
11. Run introductory lessons for schools in the Club vicinity to help promote tennis in the community.

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Other Activities

12. Provide informal coaching during various club activities and coaching for the Club intercounty teams during their practices at times and cost agreed upon by the Pro and the teams themselves.
13. Participate in club social activities, as requested by the Events Committee
14. Organize various Club tournaments throughout the season.
15. Continue to promote the rating mechanism for Club members based on the NTRP system.
16. Organize and run other events as requested by the executive (eg: singles ladder, house league, etc)

Performance

17. Meet with VP and/or President on a regular basis to discuss issues, problems, schedule, conflicts, etc. The Club Pro shall be responsible to, and report to, the VP and President concerning performance and all matters relating to this agreement. Time sheets are to be submitted, indicating hours and activities.

Remuneration

18. Total compensation not to exceed \$xxxx (about xxx hours) without prior consent by the Club Executive.
19. Club Pro will be remunerated as follows:
 - Off court hourly rate (eg: arranging draws, running programs, attend meetings): \$xx/hour
 - On court coaching/lessons: \$xx/hr
 - Special group coaching (eg: school programs): \$xx/hr

General

20. Ensure tennis code of conduct is carried out at all times.
21. Assist the Club in developing new programs and ideas through interaction with Club Executive on an ongoing basis. Attend Executive meetings if called upon.
22. Club Pro may provide racquet stringing services, but not exclusively for the club. The Club Pro, however, has **exclusive right to advertise** for said services on Club property. This is to help eliminate any conflicts that others may introduce by posting notices. If the Club Pro chooses not to advertise, only then may others do so.
23. Club Pro has exclusive rights to provide coaching on the Club property. If the Pro cannot accommodate coaching requests by individuals or teams, then it is the responsibility of the Pro and the Club executive to agree to alternate arrangements as required (eg: Pro certifies others coaches that could provide the service on Club property).
24. Club Pro may offer for sale various tennis related equipment such as tennis balls and racquets, to be agreed to by the Club Executive.

The foregoing agreement has been studied by both parties and is mutually acceptable in its restrictions, demands and content.

Signed:

CLUB Executive

Date

Club Professional

Date
