



## **CAMP INSTRUCTOR**

### **About the Kingston Tennis Club**

The Kingston Tennis Club (KTC) is a not-for-profit seasonal club with seven outdoor courts located within walking distance of Queen's University and St. Lawrence College. Each season, the KTC offers a wide range of recreational and competitive tennis programs, junior summer camps, and social events.

### **Position Overview**

The KTC's summer tennis camp is for beginner and intermediate players aged 7-14. Reporting to the Camp Director, the Camp instructors deliver the camp curriculum on and off-court.

### **Duties and Responsibilities**

- Working closely with the Camp Director and fellow Camp Instructors to effectively deliver Camp lessons/activities/drills (both on court and off).
- Consistently delivering Camp curriculum on and off court to motivate and encourage campers.
- Communicating in a timely way with campers about Camp expectations and club rules.
- Supervising campers before and after Camp (as required) as well as during breaks and lunch.
- Communicating effectively with Camp Leader and fellow Camp Instructors by providing and receiving feedback to continually assess the successes, weaknesses and ways to improve Camp.
- Ensuring all equipment is available and ready for the smooth running of Camps.
- Properly maintaining and storing all KTC equipment required in the operation of the Camps.
- Working with fellow instructors to ensure the Clubhouse is cleaned up after all breaks and the grounds are left tidy at the end of each Camp day.
- Complying with all KTC Policies and health and safety requirements and encouraging others to do so as well. The KTC prioritizes the health and safety of all members, guests, and staff.

### **Qualifications and Skills**

- Tennis Canada certified instructors are preferred; uncertified candidates with summer camp experience may be considered.
- Current First Aid and CPR-C certification
- Current Vulnerable Sector Check (within 12 months) for those 18 years and older



**Note:** This job description outlines the primary duties of the role, though additional related tasks may be assigned.

**Work Schedule:** The Camp runs 10 weeks (from June 29 to September 4, 2026). Camp Instructors are expected to work all 10 weeks of camp (Monday to Friday, 9:00 am-4:00 pm), plus two days of camp preparation in June. Additional hours may be required for before and after care.

**Job Type:** Full-time

**Rate of Pay:** Starting at \$19.50 per hour, commensurate with experience and certification.

### **Application Instructions**

Interested applicants are invited to email a cover letter and resume to the Programs Committee at [jobs@kingstontennisclub.com](mailto:jobs@kingstontennisclub.com).

**Application deadline:** Until the positions are filled.