An overview of the job description for the full time position is listed below. All questions and applications should be referred to Rob Scott, Executive Director, [rscott@ita.usta.com](mailto:rscott@ita.usta.com) at the USTA Intermountain Section office. The ITA office, based in Denver, is the hiring entity. The work is in Las Vegas, Nevada.

This person is responsible for working with the Nevada District and Intermountain Section to promote and grow the game of tennis in Nevada. Specifically this person will:

* Work closely with the USTA Nevada District and the Intermountain Section to help them promote tennis in Nevada.
* Help market and promote Nevada events like the “Free Tennis Campaign”.
* Attend, promote, and/or coach tennis at various events on a daily and weekly basis throughout the year, including weekends and nights.
* Build and maintain strong relationships with USTA Nevada staff.
* Assist Nevada staff acquiring and maintaining relationships with organizations, Parks, Private Clubs, Community Tennis Associations, Teaching Professionals, Schools, volunteers and others.
* Travel to many different locations monthly including Henderson, Summerlin, Las Vegas, Bolder City and others promoting tennis.
* Conduct on-court events (training available).
* Train others to promote and conduct events.
* Track and log progress daily. Provide weekly and monthly reports, create and execute an annual business plans with goals and action steps.
* Be available for flexible hours including most weekends and many evenings.
* Attend meetings throughout the country as needed.

This is a non-exempt position requiring strong computer skills. The TSR will report to the Executive Director of the Intermountain Section and work very closely with the Nevada Tennis Association Executive Director and staff.

Detailed Job Description available on request.

Full time compensation starts at $40,000 plus benefits.

Interested parties should send resumes to:

Rob Scott, Executive Director, Intermountain Section

[rscott@ita.usta.com](mailto:rscott@ita.usta.com)

9145 E. Kenyon Avenue, Suite 201

Denver, CO  80237-1819

**Applications close 12/1/14**