



Live Happy.

Job Title	Evening Assistant Tennis Manager (Part-Time)
	Reports to Tennis Manager/Director

Job Summary

Corpus Christi Athletic Club is seeking a part-time Evening Assistant Tennis Manager to join our tennis department. This role is ideal for someone with a playing background in tennis, excellent customer service skills, and a passion for helping promote programs and events.

Responsibilities

1. Provide excellent customer service to members and guests during evening hours.
2. Assist with daily tennis operations, including court reservations, program inquiries, and player support.
3. Help plan, promote, and run tennis events, socials, and tournaments.
4. Support marketing and advertising efforts for programs and events.
5. Ensure smooth operations in the evenings by assisting staff and responding to member needs.

Qualifications

1. Prior tennis playing experience required.
2. Strong communication and organizational skills.
3. Previous customer service or event coordination experience preferred.
4. Computer savvy and comfortable using scheduling systems, email, and social media.
5. Must be available to work evenings and weekends.
6. Enthusiastic, team-oriented, and comfortable engaging with players of all ages and levels.

Schedule

1. Part-time position, primarily evenings and weekends. Can become a full time position.
2. Flexible schedule with opportunities to work events.

About Us

At Corpus Christi Athletic Club, we are proud to be one of the top racquet facilities in Texas. Our team is passionate about delivering world-class experiences and building a strong community through tennis.