



Multnomah Athletic Club

Squash Manager/Head Pro

The Multnomah Athletic Club is currently looking to fill the position of Squash Manager/Head Pro. MAC is home to two doubles and six international squash courts, which are located on the subbasement level of the main clubhouse. The MAC is a private members-only Athletic Club located in downtown Portland, Oregon and recently celebrated its 125th year.

The Squash Manager/Head Pro manages all aspects of the Squash Department's operation in compliance with club rules, policies and procedures. Ensures comprehensive and developmental programs to offer members of all ages and all skills the ability to learn, play and compete singles and doubles squash. This includes fostering community camaraderie, teaching lessons, conducting clinics, coaching competitive players and effectively running tournaments; as well as managing squash pros, squash member coaches, athletic members, and working with the squash committee and club management.

Directly supervises the squash staff, including scheduling, training and work assignments. Manages employee's performance, addresses employee complaints and grievances when necessary, and conducts monthly departmental staff meetings. Develops, manages and achieves the Squash department's annual capital and operating budgets.

Coaches and teaches individual and group lessons for all ages and skill levels for both singles and doubles play. Coaches MAC squash players (both youth and adults) when possible during matches/tournaments, which includes travel. Coaches and assists with the implementation of MAC Squash Camps, Classes, Clinics and Events. Supports the Squash (sub) committee(s) as staff liaison and works closely with the Athletic Committee member liaison. Projects a positive, outgoing image and utilizes interpersonal skills to communicate effectively with members, guests, the public and staff of all ages.

Qualifications: Bachelor's degree in Physical Education or a related field and three years' experience working in a service oriented position or any combination of education, training and experience that would demonstrate the ability to perform the essential job functions. Skillful squash instructor and player who is willing and able to play with members of all skill levels. Similar working experience in a private club setting preferred. Supervisor experience and SRA Level III Coach with Elite Status or equivalent preferred. Supervisor experience and SRA Level III Coach with Elite Status or equivalent preferred.

Benefits: Free downtown parking; Facility use and discounted services and meals throughout club; Discounted public transportation passes; 401(K) retirement program with employer match; Full-time employees may choose from a comprehensive health & welfare benefits package; Employee Assistance Program

To apply: Please submit a cover letter and resume (without photographs) to jobs@themac.com. We thank all applicants for their interest; only those selected for an interview will be contacted by the hiring supervisor.