



**Company: Jonathan Markson Tennis (Oxford) Limited**  
**Job Title: Operations Manager – Summer Camp**

- **Min. Qualification:** Enhanced DBS, Safeguarding
- **Location:** Oxford
- **Job Type:** Part Time
- **Pay:** £400 - £500 per week
- **Bonus:** Up to £150 per week
- **Employment type:**
  - Employed
  - With accommodation/meal package
- **Dates:**
  - 28 June – 23 August 2020 (Must be available for the whole of this period)

### **Role Description**

Each week we have 40 to 80 children and adults arriving for the tennis camp in Oxford. Your main job is to ensure the welfare of the children (and coaches) attending the camp. In addition, your job is to plan and co-ordinate airport transfers, accommodation and off-court activities for all the children during the week.

You will live in the accommodation and be on call 24-7. This is a challenging but extremely rewarding summer role.

You work as part of the management team which includes a Head Coach and Head Performance Coach. You will be supported by our off-site team with the Company Director as your main point of contact.

You will be a highly organised individual who is able to adapt to ever-changing needs of the tennis camp. You must be excellent at planning and multi-tasking. You need to enjoy working with children (7 – 17-year olds) and in a small team. Experience in the organisation of large groups will be preferred.

### **How to Apply**

If you are interested in applying or finding out more about this position please email Matthew Cooke at [matthew@marksontennis.com](mailto:matthew@marksontennis.com). Applications will require a Tennis CV and a covering letter. Please state the position you are applying for and dates available.