



Position Description

Position Title: Chief Executive Officer Tennis Nova Scotia

Position Purpose:

Support the strategic plan for the long-term sustainability of tennis in Nova Scotia by developing and executing business plans, expanding participation, integrating SATC operations, and ensuring financial stability.

Key Responsibilities:

- Develop and manage strategic plan, annual business and financial plans with the Board
- Oversee operations, high-performance programs, and staff leadership
- Drive marketing, sponsorship, fundraising, and revenue growth initiatives
- Expand grassroots participation, member club development, volunteer involvement and player pathways
- Build strong relationships with stakeholders including government, Tennis Canada, sponsors, and clubs
- Optimize utilization of SATC in achieving Tennis Nova Scotia goals
- Support professional events, coaching development, and facility growth

Performance Focus:

- Increase tennis participation province-wide
- Achieve revenue and financial sustainability targets
- Improve access to tennis for all levels and backgrounds
- Strengthen member clubs and provincial programs
- Lead infrastructure growth at SATC and across province (indoor/outdoor)

Qualifications/Personal Achievements:

- Passion for tennis development
- Strong senior leadership and business management experience
- Proven financial and operational success
- Strategic planning and execution experience
- Excellent communication and stakeholder management skills
- Postsecondary education with 5+ years leadership experience (tennis/facility management considered an asset)
- Ability to motivate staff and volunteers