



Position Description

Title: Program Director, TeamFAME

Department: TeamFAME

Reports to: Executive Director of TeamFAME / VP of Advancement

Position Salary Starting at \$80,000

Position Overview

The Program Director will play a central role in the day-to-day leadership, coordination, and delivery of TeamFAME, while contributing to the broader mission of the International Tennis Hall of Fame (ITHF).

Founded in 2018, TeamFAME uses tennis and wellness to help young people develop the skills, confidence, relationships, and opportunities they need to thrive. Our programming integrates **Tennis & Wellness, Character Development, Academic Support & Enrichment, and Community Building**.

Key Responsibilities

The Program Director will be a key member of the Youth Programs team, responsible for ensuring that TeamFAME is **safe, well-run, consistent, engaging, and youth centered**.

This is an ideal opportunity for an experienced youth development professional who brings strong operational skills, sound judgment, and a genuine commitment to young people. The Program Director will serve as an important senior on-site presence and work closely with the Executive Director and TeamFAME staff to translate our vision and curriculum into an exceptional daily experience for students.

This is a hands-on role, the ideal candidate is willing to do whatever the day requires—from leading program operations and supporting staff to driving students, setting up a program space, or stepping in wherever needed to ensure programs run safety, smoothly and effectively.

Key Responsibilities

- Oversee daily program operations, including scheduling, staffing, logistics, transportation, and program delivery.
- Ensure a safe, welcoming, and professional environment for students, families, and staff.
- Provide day-to-day leadership, supervision, coaching, and support to program staff.
- Ensure consistent implementation of TeamFAME's youth development model and curriculum.
- Partner with the Youth Development & Pathways Lead and other team members to support student engagement, retention, and progression.
- Respond calmly and thoughtfully to unexpected student, family, staff, transportation, or facility situations.
- Support attendance, data collection, evaluation, and continuous program improvement.
- Contribute to the ITHF's growing research and youth program-development work, including a major initiative supported by the John Templeton Foundation.

- Build positive relationships with schools, community organizations, volunteers, and other program partners.
- Drive TeamFAME vans to transport students and assist with program setup and breakdown, activities, events, and other hands-on responsibilities as needed.
- Collaborate across ITHF and Youth Program initiatives to support shared goals, partnerships, events, and youth experiences.

Requirements & Preferred Skills

- 5+ years of progressively responsible experience in youth development, education, nonprofit programming, athletics, recreation, or a related field.
- Experience managing programs, staff, and day-to-day operations.
- Strong judgment, organizational skills, and ability to remain calm under pressure.
- Demonstrated commitment to youth safety and positive youth development.
- Excellent communication and interpersonal skills.
- Experience working with children, adolescents, and families.
- Bachelor's degree or equivalent professional experience.
- Valid driver's license and ability to meet organizational requirements for transporting youth, if applicable.

Experience with middle- and high-school youth, community-based programming, trauma-informed practices, program evaluation, schools, or tennis/athletics is a plus. Bilingual English/Spanish skills are also welcomed.

Location & Time Commitment

- Position is located at the International Tennis Hall of Fame in Newport, Rhode Island
- Evening and weekend work is required to support special events

About the International Tennis Hall of Fame

Our Mission

The International Tennis Hall of Fame preserves and promotes the history of tennis and celebrates its champions, thereby serving as a vital partner in the growth of tennis globally.

The ITHF is a non-profit organization located in Newport, Rhode Island. It is a dynamic organization comprised of diverse business operations to support that overall mission.

- The Museum at the ITHF chronicles the history of tennis and the stories of its greatest champions through an extraordinary collection and interactive exhibits.
- The Hall of Fame Tennis Club is a year-round tennis facility offering junior and adult programming on three surfaces – grass, hard courts, and clay.
- Annually the Hall of Fame hosts the Hall of Fame Open, a ATP and WTA 125 event as well as celebrates the new class of inductees to the Hall of Fame, during its Inductions Celebration weekend
- As a non-profit organization, the ITHF is active in development outreach and philanthropic programs.

- The ITHF is an engaged partner in the global tennis industry and is committed to celebrating the sport's greatest champions and promoting tennis history through strategic programming around the world.

For additional information, visit tennisfame.com.

Application Process

- Resumes and cover letters should be submitted to the below email address with the subject "Program Director, TeamFAME".

hradmin@tennisfame.com