

Director of Tennis

September 2025



Welcome

Thank you for your interest in Haileybury. This is an exciting opportunity to join a highly successful school which is moving forward with confidence and a real sense of purpose. Haileybury was last year chosen as the 'Boarding School of the Year' by TES and, in 2023, was announced as the UK's best fully co- educational IB school.

Haileybury is a dynamic, outward-looking and future oriented school. We want our pupils to leave school with the values, skills and credentials they will need to thrive. We want our provision to be 21st Century relevant. We have recently completed a world class STEM facility, which allows our pupils to take part in research projects no other UK school can offer, and only a handful of other schools around the world can provide. Our attention is now turning to our next set of ambitious ventures.

We are ambitious and we pursue excellence, but Haileybury's success is built on the strength of each person's commitment to doing the very best they can for our school. If you feel excited by the prospect of being a member of a dynamic and successful team, then we would welcome your application.

Eugene du Toit
The Master



The School

Haileybury is a co-educational boarding and day school for pupils aged 11-18. There are currently over 900 pupils at the School. Demand for places and pupil numbers has increased dramatically in recent years.

The Haileybury of today enjoys an excellent worldwide and national reputation. This reputation is primarily based on the very high standard of education that is provided at the School. This was reflected in the report written by the ISI Inspection team who visited the School in October 2022. The report gives a clear picture of a progressive, ambitious school which offers its pupils the very best all-round education. A copy of the report can be viewed [here](#).

Haileybury is a dynamic, outward-looking and future-oriented school. It aims to provide high academic achievement, outstanding pastoral care and a rich and varied co-curricular programme; we want our pupils to leave school as confident, rounded and ambitious individuals. As a large, diverse community, the fundamental values of service, empathy and respect are essential. Pupil voice is important and there are many opportunities for pupils to express their opinions, including an active Pupil Senate. The team of teaching and operations staff are dedicated and highly professional.

Haileybury comprises a dedicated Lower School (Years 7 and 8), a Middle School for Years 9-11 and a Sixth Form of around 360 pupils. All senior pupils are boarders or day pupils in one of the 12 senior Houses. There is also a junior boarding House and a junior day House. The Houses are set within the extensive campus grounds, and most of the teachers are also accommodated within 5 minutes walk of the School. The sense of community at the School is especially strong.

Haileybury has a vibrant academic culture. Its curriculum model is distinct and in the Sixth Form pupils have the choice of following the International Baccalaureate Diploma Programme (IBDP) or A levels. The most popular UK university destinations include Oxbridge and the Russell Group; Haileybury's pupils also achieve places at top North American and European universities.

Haileybury has a strong international dimension with two partner schools operating in Kazakhstan, and one each in Bangladesh and Malta. Haileybury is the sponsor of Haileybury Turnford, a nearby academy, and enjoys a well-established partnership with the school.



Haileybury

Tennis at Haileybury

Sport at Haileybury

Sport is integral to life at Haileybury and we encourage sporting excellence on both an individual and a team level. At the same time we strongly foster a “sport for all” mentality throughout the School and all our pupils participate in our sporting curriculum.

Tennis

Tennis is one of the most popular sports at Haileybury, with large numbers of pupils engaged in the programme during the summer term.

The programme is supported by year round coaching and an Easter short haul European tour. From a strategic viewpoint, tennis is establishing itself as a key sport for international pupils, in particular, and there is a strong desire to ensure the highest quality year round coaching provision.

Boys and girls are pushed to raise their tennis game to the highest level whilst also thriving in the enjoyment of this sport.

Facilities

For pupils wishing to learn and develop their tennis skills - both mentally and physically - Haileybury offers top class facilities which are available all year round. Expert strength and conditioning coaching is also provided.

There are eight outdoor courts on Hailey Lane and nine outdoor courts on the Astro, in addition to the four outdoor courts and four indoor courts on the onsite tennis centre.

Expert coaching from LTA coaches

Pupils have access to a team of highly experienced LTA coaches who deliver individual training throughout the year to players from performance through to developmental levels.



Haileybury

The role

We are seeking an experienced and passionate Director of Tennis to lead and develop Haileybury's tennis and rackets program.

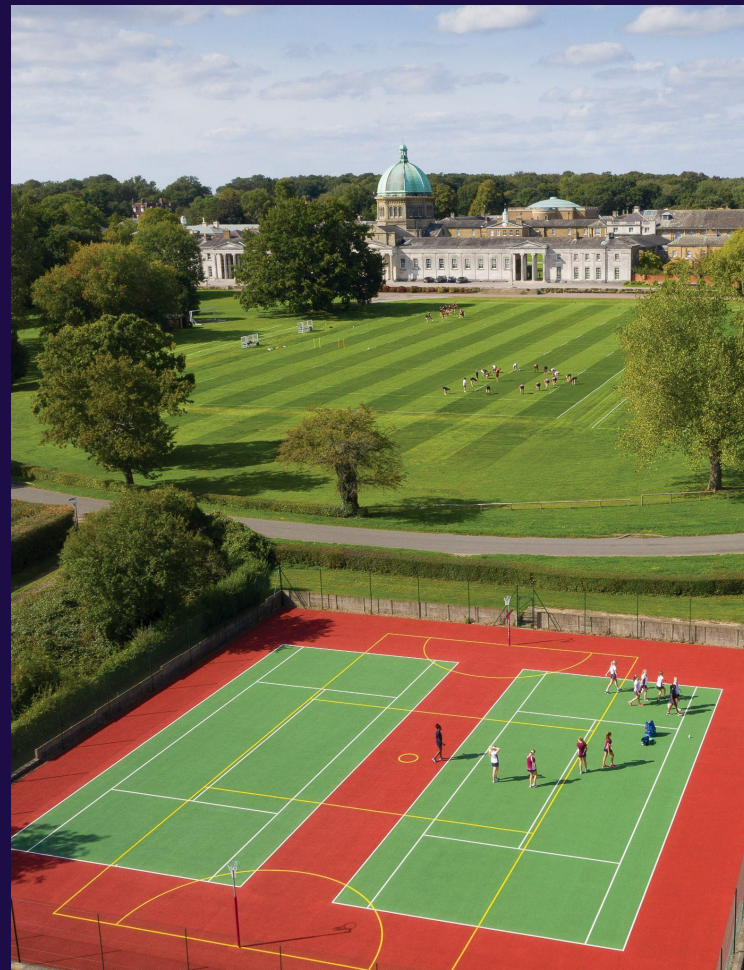
The ideal candidate will demonstrate a strong track record in coaching young players and possess the leadership skills to inspire pupils across all age groups and abilities. This role includes both coaching and strategic oversight of the School's tennis provision, including team management, fixtures, and community partnerships.

We envisage the Director of Tennis to be a full-time role, across the year, to fully manage and develop the School Tennis Programme and support the commercial enterprises outside of term time. Exact working pattern to be discussed and agreed with the Director of Sport.

The Director of Tennis will report to the Director of Sport, partnering with the Tennis Centre Management and staff, and tennis coaches, to deliver the Haileybury School programmes, commercial activities, and community outreach programmes.

The purpose of this job description is to set out the current principal duties of the post. It does not detail every individual task, and employees are required to undertake such tasks and duties as are allocated to them from time to time in accordance with the role.

This job description will be reviewed annually as part of the School's annual performance review process.



Responsibilities

- Be the figurehead for Haileybury Tennis.
- Lead specialist technical tennis coaching to pupils (boys and girls) of all abilities and ages and oversee their tennis programmes, year round in several cases, with aims of both participation and excellence.
- Establish, promote and maintain tennis clubs for pupils before/after school at a variety of ages, and also preseason and postseason training.
- Establish an appropriate fixture programme year round, including full school summer programme for all ages and abilities and competitive opportunities, as appropriate, during the winter.
- Manage a team of tennis coaches in their delivery of pupils tennis.
- Be involved, where relevant, in assessment and feedback elements of scholarship days.
- Mentor HPP tennis players on an individual basis.
- Implement and develop ongoing CPD of tennis staff in collaboration with Tennis Centre Management.
- Run and promote house tennis competition(s).
- Maintain the tennis budget efficiently and effectively.
- Administrate catering/transport/court space plans for tennis fixtures and training.
- Implement and maintain a coherent touring programme for tennis.
- Contribute to other elements of the Haileybury Sport programme as and when appropriate and required, under direction of the Director Of Sport, including weekly involvement in PEG.
- Establish and promote Haileybury Tennis as a regional hub for tennis development, with a clear player pathway.
- Maintain and develop links with local tennis clubs, county programmes, and national bodies (e.g. LTA).
- In partnership with the Tennis Centre external coaching programme, build prep school liaison and recruitment opportunities.
- Support the running of the Haileybury Tennis Club, and holiday camps and activities, as a commercial enterprise that dovetails with Haileybury's School programme, in collaboration with the Commercial Operations Director.
- In time, develop the umbrella of racket sports (padel, squash and badminton) and evolve the Haileybury Tennis Club into the Haileybury Tennis and Rackets Club.



Other requirements

Safeguarding and Child Protection

All employees must be aware of their responsibilities for promoting and safeguarding the welfare of children and young persons with whom they may come into contact whilst at Haileybury. Employees must comply with the School's Safeguarding and Child Protection Policy and must be familiar with how to raise any safeguarding or child protection concerns.

Health and Safety

In accordance with the Health and Safety at Work etc. Act 1974 and associated legislation, all employees must comply with relevant health and safety procedures and guidance at all times. They must be familiar with, and assist the School in the implementation of, its Health and Safety Policy which is available on the School Portal.

Employees must also adhere to any requirements arising from, or relating to, any relevant risk assessments, Control of Substances Hazardous to Health (COSHH), PPE, and manual handling. Specifically, employees must carry out all duties in a manner which does not endanger themselves or others.

Equality and Diversity

Employees must comply with the School's equality, diversity and inclusion policies and practices in force from time to time and must carry out their duties in a manner which does not discriminate against any person on the grounds of any protected characteristic.

Code of Conduct

Employees at Haileybury are expected to work together cooperatively showing respect, courtesy and helpfulness to others at all times. Employees should work to actively support and promote the School's positive ethos and culture, and must act in accordance with the School's Staff Code of Conduct.

Data Protection

All employees must comply with the School's Data Protection Policy, and must carry out their duties in a manner which is consistent with this policy and data protection legislation generally.

Person specification

Qualifications

- Qualified at LTA level 3 or above

Knowledge, Skills and Experience

- Have experience of coaching and teaching, both at participation and performance levels.
- Experience of coaching for a variety of age groups.
- Display excellent interpersonal skills, oral and written communication skills to engage with pupils, staff and key stakeholders.
- Evidence of strong organisational skills and the ability to work independently, with a proactive, flexible and positive approach.
- Excellent administration skills and attention to detail.

Personal Attributes

- Be approachable with proven ability to work collaboratively
- Be punctual, organised and efficient
- Maintain high standards in all aspects of the role, including personal presentation
- Demonstrate evidence of diplomacy, discretion, and professionalism.



Benefits

Staff have the opportunity to utilise the School's wonderful facilities including fitness suite, swimming pool, and tennis centre, at certain times, and participate in the Cycle to Work scheme.

Staff are also provided with lunch within our magnificent dining hall.

Other benefits include 25 days annual leave with enhanced entitlement for long service, pension and group life assurance.

Professional development and learning sit at the heart of the School, and the successful post-holder will be joining a vibrant intellectual community.

Our staff body is collegiate and supportive, and staff wellbeing is prioritised. The School has a full-time Health and Wellbeing Centre and Chaplain.



Application process

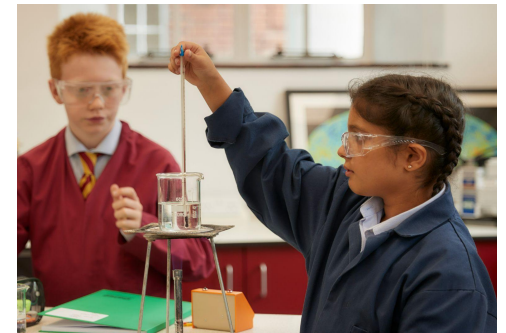
To apply for this position, please complete the application form in full, with reference to the candidate brief, and return it to hr@haileybury.com by **midday** on **Friday 22 August 2025**.

Please be aware that we cannot consider an application unless the application form has been filled in completely, including details of your full employment history.

The School reserves the right to make an appointment before the closing date; candidates are therefore encouraged to apply as soon as possible.

The School has a diverse pupil body and is committed to its strategy of equal opportunity, diversity and inclusion. We encourage applications from candidates with a wide range of backgrounds to enrich our collective knowledge and experience. Appointments will be made on merit.

Haileybury is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants for the above post must be willing to undergo child protection vetting, including reference checks with previous employers, prohibition checks and a criminal record check via the Disclosure and Barring Service.





Haileybury
Hertford
SG13 7NU
+44 (0)1992 706200
haileybury.com

