



OCEANIA TENNIS FEDERATION

Position Title	Fed Cup Captain
Occupant	Vacant
Position Reporting to	OTF Executive
Employment Status	Fixed Term Contract- 1 year
Location	Travel in Asia/Oceania Regional for Annual Fed Cup
Date	January 2015

1. Summary Job Description

The position is responsible for the development, selection and management of the Pacific Oceania Fed Cup Team to improve their performance at Fed Cup level. The core function will be providing fitness and other guidance in the months leading up to Fed Cup Competition. Then during the event to provide coaching in an environment where the players can fully develop their potential and to place the Fed Cup Team in a winning position.

2. Main Duties and Responsibilities

- Manage and coach the Fed Cup Team (Players) at any Tie held throughout the year. In 2015 there will be only 1 Tie, so period abroad would be approximately 7-10 days, likely to be February 2015.
- Assist select the team and make recommendations to the OTF Executive
- Support the Fed Cup players throughout the year and maintain communication between Ties
- Team Preparation, training and motivation for Fed Cup Ties.
- Some Fed Cup related media and PR requirements
- Represent Pacific Oceania at ITF Fed Cup Meetings preceding Ties
- Develop a yearly Fed Cup Plan including goals for the team and individual players
- Submit a report within 14 days of any Tie outlining the team performance and progress

3. Knowledge, Skills, Abilities and Attributes

- High Performance Coaching Qualification-preferred
- High level tennis playing and coaching experience-essential
- Proven knowledge of technique and on court decision making strategies
- Ability to manage, evaluate and relate to personnel and players
- Ability to motivate and use personal relationships to gain the expected level of performance from each player
- Ability to maintain a positive attitude and relate well with others on the job; to have self belief and the ability to develop self belief in others
- Excellent public speaking, communication, ambassadorial/media skills
- Commitment to maintaining high levels of personal fitness
- Flexibility in regard to availability for Fed Cup Event week.

4. Contract Fee

- There is no contract fee but air travel, accommodation, visas, meals etc is covered. There will be a requirement to ensure that all receipts are retained for subsequent reimbursement of any out-of-pocket expenses