Events Co-ordinator – Tennis

Purpose of the Role

To plan and deliver the social elements of the Wimbledon Tournament, Charity Tournament and Club Championships Finals Day, and to suggest additional community events that encourage participation, strengthen relationships and enhance club life.

Key Responsibilities

1. Organise and oversee the social elements of the Wimbledon Tournament, Charity Tournament and Club Championships Finals Day, including food, volunteers and raffle prizes where relevant.
2. Coordinate with relevant volunteers throughout the planning process to ensure events run smoothly.
3. Liaise with the social media volunteer (Ina Halsor) to ensure events are promoted effectively and in good time.

Scope of the Role

The Events Co-ordinator focuses on creating opportunities for adult members to connect, compete and socialise, helping to support a vibrant and welcoming tennis community.

As at March 2026