

## ITF JOB DESCRIPTION

<b>JOB TITLE:</b>	Team Lead, World Tennis Tour Data & Streaming
<b>DEPARTMENT:</b>	Tours and Player Pathway
<b>REPORTING TO:</b>	Head, WTT Data & Streaming
<b>LOCATION:</b>	Roehampton, South West London (some international travel may be required for this role)

We currently work to a hybrid model requiring a mandatory minimum of 3 days per week working in our office currently based in Roehampton, London and as part of this, Mondays and Tuesdays are 'anchor days' where all staff are obliged to work from the office.

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**International Tennis Federation (ITF) is the world governing body of tennis.** Founded in 1913, its purpose is to ensure the long-term growth and sustainability of the sport, delivering tennis for future generations in association with its 214 member nations. The ITF oversees the rules and regulations that govern international and national competition.

The ITF is responsible for the worldwide development of tennis through its highly regarded Development Programme, its Science and Technical department which monitors equipment and technology, and its Officiating department which oversees the education and advancement of officials. The ITF is the owner and co-owner of the two largest annual international team competitions in tennis, the Davis Cup and Billie Jean King Cup (BJKC) by Gainbridge and manages the Olympic and Paralympic Tennis Events on behalf of the IOC and IPC. The ITF organises over 1,500 weeks of men's, women's and junior tournaments on the ITF World Tennis Tour, ITF Beach Tennis Tour, UNIQLO Wheelchair Tennis Tour and the ITF Masters Tour. The ITF upholds the highest standards of integrity and is a partner in the International Tennis Integrity Agency.

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### Overview of World Tennis Tour (WTT) Department

The World Tennis Tour (WTT) team is responsible for delivering the worldwide ITF men's and women's professional tournaments, which in 2025 numbered 1,261 tournaments in over 70 countries. On the women's side, the Tour comprises W15, W35, W50, W75 and W100 tournaments, which offer prize money from \$15,000 up to \$100,000; while the men's side comprises M15 and M25 tournaments which offer prize money of \$15,000 and \$30,000 respectively. In 2025, the WTT delivered record prize money for both women and men.

### The Role:

The purpose of this role is to work with the Head of WTT Data and Streaming to ensure the successful delivery of ITF live scoring and live streaming services (predominantly on the WTT), as well as the implementation of integrity measures. Key responsibilities include providing pre-, during- and post- tournament support to multiple stakeholders (including key commercial partners), coordinating international distribution of equipment, and keeping accurate records related data/streaming and integrity projects.

The successful candidate will demonstrate good organisational, problem-solving and customer service/communication skills. An additional language would be beneficial. The role requires occasional (scheduled) weekend work.

### Responsibilities:

- Key WTT live scoring / live streaming point of contact for National Associations, tournament directors, players, officials and key commercial partners on a day-to-day basis; with the requirement to deal with and resolve stakeholder enquiries and issues as necessary.
- Carry out all necessary Live Scoring administration, including equipment distribution (logistics), training, and maintenance and account management to ensure full coverage of WTT tournaments, and Davis Cup and Billie Jean King Cup events

- Create and maintain accurate and robust reporting systems for the reconciliation of contractual and commercial obligations
- Lead on scheduling and successful implementation of Billie Jean King Cup and Davis Cup live tournament support
- Collaborate cross-departmentally to troubleshoot coverage issues and support the launch of new technologies
- Manage key integrity areas such as driving the rollout of the ITF accreditation software, ITF UNO, and liaise with the International Tennis Integrity Agency.
- Work with internal and external stakeholders on the ongoing development of ITF UNO. Create, review and coordinate distribution of support and training materials, monitor training progress
- Lead on key projects with live streaming and data project stakeholders
- In partnership with officiating and the umpire community, lead on ongoing development of live scoring software
- Work closely with live data & scoring team and department colleagues on other projects as assigned

#### **Other Duties:**

- Rules and Regulations: assist with the updating and timely production of the Rules and Regulations of the ITF World Tennis Tour and other related documents.
- Budget: assist with the preparation of the figures of the annual department budget and closely monitor activity related to expenditure throughout the year.
- Assist with the preparation of presentations, papers, statistics or reports for ITF Board, AGM, Committees and other major meetings, and attend if required.

*As the needs of the business can evolve rapidly this role may change accordingly, therefore this document should be viewed as guidelines which are subject to change.*

#### **You will have:**

- ✓ Outstanding administration, organisational and planning skills
- ✓ Excellent attention to detail
- ✓ Ability to deliver work within agreed deadlines and on budget
- ✓ Analytical and problem-solving skills, innovative and creative thinking
- ✓ Excellent communication (written and oral) and interpersonal skills
- ✓ Ability to work independently, with initiative, as well as part of a team
- ✓ Fluency in English and, ideally, another language
- ✓ Sound working knowledge of Excel and other Microsoft packages, the internet and other digital technology, e.g., smartphones
- ✓ Flexibility (the role may require some weekend work)
- ✓ Knowledge of tennis (desirable but not necessary)

#### **What we offer....**

- 25 days holiday per annum plus bank holidays
- Private Healthcare
- Group personal pension scheme, Life assurance and annual Wellbeing allowance (subject to conditions)
- Health Cash Plan
- Free lunch when working in the office (up to £9 per day)
- Complimentary healthy snacks and fresh fruit when working in the office
- Ride2Work Scheme
- Free parking on site
- Working hours: based on 35 hours per week. Normal office hours are 09.00 -17.00 Monday to Friday. Flexible working hours possible, with core hours of 10.00 – 16.00.

#### **Application Process**

Please send a covering letter and CV to [jobs@itftennis.com](mailto:jobs@itftennis.com) stating **Team Lead, WTT Data & Streaming** in the subject field of the email, clearly indicating in your cover letter whether you require sponsorship or a work permit to work in the UK either now or in the future.

*The ITF processes your applicant data in accordance with our Privacy Notice – Recruitment, which can be found on [our website](#).*

*A DBS check may be required of the successful applicant.*

*Equality, diversity & inclusion (EDI) is a fundamental priority for the ITF. Our philosophy focusses on embedding inclusive behaviours and processes across every element of our business practices.*