

Professional Tennis Registry



International Master Professional Guidelines for 2020

Recognizing PTR members
who, throughout their careers,
have made significant contributions
to the game of tennis

- 9+ immediate consecutive years as a PTR Professional with membership in good standing
- Employed **full time** in a tennis industry position for the last 10 years (MPSL determined)
- Must have reached a Continuing Education Award Level of Pearl or above
- Attendance at a minimum of 3 major tennis teaching/coaching events that may include: PTR International Symposium, International Tennis Federation (ITF) event OR other major tennis conference.
- Presented at a PTR Symposium or National Tennis Federation,
- Published at least one article in a tennis industry trade publication.

INTERNATIONAL MASTER PROFESSIONAL DESIGNATION

PTR has established the International Master Professional designation to recognize those individuals who have made significant contributions to PTR and the game of tennis throughout their careers. It is PTR's belief that an International Master Professional should be a strong representative of PTR and the sport - to be known as a master talent developer, exhibit the highest ethical behavior on and off the court, and one who displays the highest standards of excellence in the tennis profession. It is expected that the applicant has shown growth in their knowledge of the game, a strong involvement in introducing tennis in their community, regional expertise in teaching and coaching, dedication to the mission of PTR, and a commitment to developing professionally.

The PTR International Master Professional application occurs in three steps: (1) meet the minimum criteria to receive a signed PTR letter, application and portfolio instructions; (2) submit a flash drive that contains all outlined application requirements and documentation within the written deadlines; (3) the International Master Professional Selection Committee will review your submitted materials, application and further investigate additional areas of your professional tennis career (i.e., reputation, integrity, developing talent, business practices and passion for the sport).

International Master Professional status reflects a career dedicated to our sport and the tennis teaching profession and should be viewed as a life achievement. The PTR International Master Professional application process may be different from other tennis teaching groups, as the **selection Committee looks equally at less tangible professional criteria along with points documented within 7 major categories.** For this reason, PTR International Master Professional status may not be awarded by only meeting point documented criteria.

INTERNATIONAL MASTER PROFESSIONAL MINIMUM CRITERIA

All applicants **MUST** meet the following minimum criteria to be eligible to apply for PTR International Master Professional. Please contact Brian Parkkonen at PTR Headquarters to confirm PTR International Master Professional application eligibility. Brian Parkkonen provides a signed letter and application along with complete portfolio instructions that applicants need to complete this process.

STEPS & TIMELINE FOR PTR INTERNATIONAL MASTER PROFESSIONAL APPLICATIONS

step I

If you believe you meet the required minimum criteria listed above, please contact Brian Parkkonen at PTR Headquarters so they may confirm your status. Once done, you will receive an official PTR International Master Professional Application and letter signed by Brian (needed for full application in Step III).

step II

Following the supplied instructions, assemble your complete PORTFOLIO (Adobe PDF file) to support your career history within the stated categories and requirements.

step III

On a flash drive, submit your official PTR International Master Professional application and required materials to the PTR International Master Professional Selection Committee (see address below) **between March 15 and September 1**. Applications received after September 1, will not be considered until the following year.

The PTR International Master Professional Selection Committee will contact Reviewed Applicants no later than January 15. New International Master Professionals will be announced at the annual PTR International Symposium Awards Banquet.

Send flash drive containing all application materials to:

PTR International Master Professional Selection
Committee c/o Todd Miller
427 Wood Acres Dr
East Amherst, NY 14051-1669 USA
Todd.millertenniscenter@gmail.com
(716)445-9759

INTERNATIONAL MASTER PROFESSIONAL PORTFOLIO GUIDELINES

In the portfolio, you are required to document your activities in each of the seven major categories below. The minimum number of points is listed for each of the seven major categories. There is no maximum that can be submitted, however, **no single subcategory can exceed 75 total points. Applicants who do not provide documentation and complete supporting information for submitted activities risk no point credit. Furthermore, it is not the job of the Reviewer to document activities, but rather to verify the submitted supporting activity documentation.**

These point requirements are intended to initiate the selection process and in no way guarantees a candidate will be selected for International Master Professional status by only meeting point totals. Visibility of the candidate within the PTR community is highly valued by the Selection Committee. PTR encourages International Member applications and understand that subcategory content may vary based on federation and tennis industry differences. In such cases, Applicants should work to follow the spirit and intent of the application request.

THE 7 MAJOR CATEGORIES

1. Service to PTR and/or your country's tennis association/federation, as well as tennis manufacturers (250 minimum points)

- PTR committees
- Tennis association/federation committees (sectional, regional or national offices)
- PTR coach developer, event host or state representative
- Advisory staff for tennis manufacturers including PTR sponsors

2. Teaching, coaching and playing experience (250 minimum points)

- Participation in community tennis programs to introduce the game to new players
- Development of league or team competitions and tournaments
- Development of programs for young players (10 and under)
- Coaching high school or college teams and/or professional players
- Attaining a personal ranking and/or ranking success of coached players
- Development of successful and active tennis programming in private or public environment

3. Service to your community to facilitate the growth of tennis (250 minimum points)

- Participation/organization of tennis related community events
- Free clinics, exhibitions or community tennis outreach events
- Activities to encourage tennis diversity
- Fund raising events involving tennis play and participation
- Involvement in local tennis professional association or community based association

4. Professional development (250 minimum points)

- Attend at least one PTR Symposium and other major tennis conference, convention or meeting
- Teaching/coaching certification obtained from a country's recognized tennis association
- Complete college and/or accredited course work that is applicable to the tennis business
- Participate in PTR workshops, TennisUniversity and/or other courses offered by a recognized tennis organization
- USTA Sport Science and/or related sport science/coaching certification
- Attend ITF seminars and courses (or offered by a country's association/federation)

5. Publications, presentations and/or research (175 minimum points)

- Published articles in state, regional, national and international tennis publications
- Give presentations at PTR Symposia and/or regional, national or international events
- Television and/or radio appearances related to tennis
- Acknowledgement of tennis related activities, accomplishments and awards via newspapers, blogs, websites, podcasts and social media
- Tennis related research appearing in a sports journal or as part of a thesis or dissertation

6. Tournament administration (125 minimum points)

- Tournament director for sanctioned events and/or community tournaments
- Involvement in professional tournament administration (volunteer, player services, promotion)
- Planner/organizer of community junior or adult league competition
- Umpire or referee for tennis related events

7. Application, flash drive portfolio, letters of support and résumé (50 minimum points)

- Completed PTR International Master Professional Application
- Flash drive portfolio - complete materials and presentation

- Six letters of support* - three from colleagues and three from students
- Current résumé or curriculum vita

*Note letters may not be from current PTR Staff Members or PTR International Master Professionals.

FORMAT FOR PORTFOLIO PRESENTATION

The portfolio should be presented to reflect an applicant's professionalism as a PTR International Master Professional candidate. All pages must be numbered to facilitate the review process (**important:** please see category cover sheet template). Applicants must submit an Adobe PDF file on a flash drive and structured in the following order:

1. Title page/cover
2. International Master Professional Application and signed PTR eligibility letter
3. Complete résumé or curriculum vita
4. The first six categories each begin with a cover sheet. In outline form list the:
Category number and description, each subcategory and each item and page number that is documented within each subcategory. List the number of points claimed next to each item and provide totals. Behind each category cover sheet should be the documentation referenced by page numbers to coincide with the cover sheet of that section. **PLEASE SEE Category Cover Sheet Template document.**
5. To complete Category 7, add three (3) support letters from colleagues (cannot include any current PTR International Master Professional or PTR staff) and three (3) support letters from your students.

DOCUMENTATION REQUIRED FOR ALL CLAIMS

All point claims must be documented with support material scanned for flash drive inclusion. Also, **there should be no redundancy from one major category to another.** For example, one coaching event cannot be cited more than once to claim points in the Coaching Category, in the Community Service Category, and also in the Service to PTR Category.

SELECTION PROCEDURE

The PTR international Master Professional Committee is composed of current International Master Professionals. The Committee consists of no more than nine (9) members (including the elected Chair and Vice Chair). The Committee's selection procedure is as follows:

1. All Individual portfolios are sent to each Selection Committee Member for review. Each accepted International Master Professional portfolio is assigned to a Committee Member for full review and to check references, applicant intangibles as well as information provided by the applicant.
2. Committee members will study the information presented in the flash drive portfolio, hear the full application review and discuss the applicant's qualifications as well as other concerns regarding the candidate.
3. The Committee, by vote, will approve or deny the candidate for International Master Professional status.
4. The Committee will notify the applicant of their decision no later than January 15th. PTR International Master Professional Committees takes the importance of confidentiality in their discussions and voting procedures very seriously. Applicants who are not approved may revise and resubmit their application and CD portfolio **only two** additional times (different year cycles) for full International Master Professional application.
5. The Committee reserves the right to consider others deemed worthy.

Provisions of the International Master Professional Guidelines Program are subject to annual revision. These Guidelines are effective as of March 15, 2020, for all applicants.

PTR International Master Professional status is granted along with the expectation the member will *RENEW* their service to PTR, its members and our great sport of tennis.