

## **Kiawah Island Club Cassique Golf Club**

Assistant Golf Professional  
Full Time

### Job Description:

The Assistant Golf Professional must be an outgoing individual with a passion for the game of golf and customer service. This is a position for an energetic, motivated professional who is looking to grow a variety of golf related skills and is interested in working towards his/her own Head Professional position. The position will assist with the management of daily golf operations including managing and tracking play, protecting and controlling assets, supervising golf staff, assisting with all merchandising functions, managing tournaments, teaching lessons, and providing other professional services to ensure an exceptional golf experience.

Personal attributes must include, strong interpersonal skills, customer service excellence, passion for teaching, hard working, reliable, enthusiastic, self motivated, attention to detail, able to work independently, natural communicator, honest, trustworthy, and punctual.

As a member of our staff, you will join a culture rooted in teamwork, customer service, fun and professionalism.

### Specific Responsibilities/ Requirements:

- Promotion of the game of golf, and the promotion of the Kiawah Island Club and Kiawah Island Real Estate
- Complete the requirements of PGA membership and maintain an active classification in The PGA of America
- Supervise and manage the total golf operations in a professional and efficient manner in the absence of the Head Golf Professional and First Assistant Professional
- Provide excellent customer service, professional advice and assistance to all patrons
- Control and manage play; ensure guest check-in and fee collection in coordination with the player assistant
- Manage the total operation of the practice facility
- Provide golf instruction and clinics that is consistent with instructional methods, policies and procedures
- Supervise, schedule and train golf shop personnel as directed by the Head Golf Professional
- Assist in purchasing, receipt, display, inventory control, promotion and sales of merchandise
- Conduct oneself in a professional manner and maintain a professional image at all times
- Be informed on, and promote all club activities and services
- Manage the handicap program

- Assist in planning and budgeting for the golf operations
- Assist in managing tournaments and outings
- Ability to work in various outside conditions
- Ability to stand and/or sit for long periods of time
- Ability to lift at least 40 lbs

Direct Supervisor – Head Professional

Assistant Professionals are also eligible for:

Golf lesson revenue (92.9%)

Year end retail commission

Clothing Allowance

PGA Dues

Employee Meals

Full Benefits (insurance, 401 (k), paid time off and more)

Full playing privileges (including cart and practice facility)

Please send resume and cover letter to Head Golf Professional:

DYLAN THEW – Head Golf Professional

Cassique Golf Club

100 Old Cedar Lane

Kiawah Island, SC, 29455