



THE SAINT ANDREW'S GOLF CLUB

2018 ASSISTANT GOLF PROFESSIONAL JOB DESCRIPTION

Founded in 1888, Saint Andrew's is the oldest golf club in America and a founding member of the United States Golf Association. The facilities include a historic clubhouse with all of today's modern amenities, 18 holes of golf re-designed by Jack Nicklaus, and expansive practice facilities. Saint Andrew's does approximately 14,000 rounds of golf per year.

In 2015, Saint Andrew's opened the Apple Tree Learning Center, a state-of-the-art practice facility and year round learning center. The enhanced driving range has capacity for 32 outdoor hitting stations. The learning center is fully equipped with all of the latest technologies and contains a member lounge area, bathrooms, office, club repair room, 3 heated hitting bays, a putting lab, and an additional 3 covered hitting stations adjacent to the building. In addition to the new driving range there are also expanded short game practice facilities.

The right candidate will be self-motivated and passionate about teaching the game of golf. This individual will be a part of a team that is collectively working towards enhancing the overall experience of all Saint Andrew's members, their families, and guests through our day-to-day operations. Duties include but are not limited to: teaching, playing, tournament operations, merchandising, limited shop time, and assisting in all aspects of the golf operation. The season will be approximately March 15th-Nov 1st. This individual will be proficient in and enjoy competing in local, regional, and national PGA sanctioned events. In the "off-season" golf professionals can teach in the year round learning center.

Saint Andrew's offers a competitive salary, health benefits, 401k, PGA dues, meals, clothing allowance, and holiday bonus. Golf professionals retain 100% of all lesson income.

SPECIFIC RESPONSIBILITIES:

- Must possess strong organizational and communication skills
- Must possess exceptional interpersonal skills
- Offer individual and group lessons for Saint Andrew's members and their families
- Be available to teach during winter months in our year round learning center is a plus
- Be proficient in use of technology to teach students (Foresight, Flightscope, S.A.M Putt Lab, V1, etc..)
- Be certified & proficient in club fitting and the use of the latest technologies to fit all levels of golfers for equipment
- Must have a good knowledge of TPP/Golf Genius tournament software.
- Assist professional staff with tournament operations administration for Saint Andrew's events and outings. This includes, but is not limited to: entering & updating data, printing reports, scoring, post event summaries, results, awards and assigning of tournament credit, etc..
- Represent Saint Andrew's in local, regional and national PGA sanctioned events.
- Participate in Pro-Am's with Men, Women, and Juniors both at the club and away from the club
- Be available to play golf with our membership and their guests
- Work closely with professional staff and LGA to help plan, administer, and implement LGA events
- Work closely with professional staff to introduce, coordinate and implement Jr. Golf Programs
- Actively engage in the implementation of player development programs to grow the game of golf at Saint Andrew's
- Assist in Inventory management: work closely with other assistants to ensure proper receipt, invoicing and entry of merchandise into the POS
- Work with Golf Professional staff, Pro Shop Manager, and Prize Chairpersons to develop ideas for prizes and giveaways
- Work closely with both starter/caddy master and course superintendent in coordinating range setup on a daily basis
- Perform re-gripping services
- Perform ghin handicap duties (additions, deletions, and billing).
- Be willing to do all jobs associated with the golf operation when necessary
- Maintain class "A" PGA status
- Assist Head Professional in Pro Shop Staff Scheduling and Budgeting
- Manage the Golf Operation in the absence of the Head Golf Professional