



## **Southern California PGA Junior Tour**

### **Tournament Operations Team Member & Team Leader**

(A Team Leader's role differs slightly from that of a Team Member. The Team Leader is responsible for Team Members and the overall success of a tournament's on-site operations. Team Leaders will be selected by SCPGA Staff based on experience and past performance.)

### **JOB DESCRIPTION**

- Tournament Operations Team Members & Leaders report to SCPGA Junior Tour Managers
- Start to finish, on-site tournament operations at assigned events (player registration, starting/announcing, rules officiating, scoring, award presentation)
- Understanding of the SCPGA Foundation's junior golf programs (Square One, Junior Developmental League, Junior Tour, Toyota Tour Cup Series)
- Team Leaders post scores on BlueGolf and report any misconduct/incidents
- Team Leaders & Members may assist in administrative needs at SCPGA Office
- Team Leaders & Members represent the PGA Southern California Section and stay abreast the latest news in junior golf
- Must have flexible schedule and be able to work weekends and/or extended hours
- Team Leaders will have supervisory roles at tournaments when SCPGA Junior Tour Managers are not on-site.

### **EXPERIENCE REQUIRED**

- A serious passion for exceptional service
- Ideal candidates will have competitive playing experience
- Must have good knowledge and understanding of the USGA Rules of Golf (Rules Exam will be required as part of interview process)
- The ability to communicate effectively with current and prospective Members (children) and their parents
- Team Leaders must be computer literate (BlueGolf preferred)
- Team Leaders have proven experience leading or developing a team
- Must have access to a vehicle for transportation to and from events
- PGA Member or Apprentice desired

### **BENEFITS**

- Competitive hourly wage, mileage reimbursement, uniforms, tournament supplies, and notebook computer (Team Leaders only)

### **HOW TO APPLY**

Please send your cover letter, resume and letter of recommendation (optional) to the contact below. Please include available start date and availability. Year-round opportunities are available, as well as summer only. All positions are part-time.

**February - May: weekends\***

**June - August: weekdays\***

**September - December: weekends\***

**\*- these are the typical workdays for that time of year, but days may vary.**

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