



## Assistant Professional Position Summary

Scarsdale Golf Club is seeking a positive & engaging team-player to fill an Assistant Professional position for the 2018 season. While an important component of this role will be golf instruction, we are looking for an individual who has the skills and enthusiasm to be involved in all areas of our operation. The golf staff at SGC has a broad range of responsibilities and finding a candidate that will contribute to the operation in many ways is a priority.

### DESIRED QUALITIES OF THE SUCCESSFUL CANDIDATE:

- An engaging personality and consistently positive attitude
- Excellent communication skills – both within our team & to the membership.
- Enthusiasm for developing meaningful relationships with members and their families at a family-oriented country club.
- Excellence in managing a busy tournament operation schedule.
- Ability to integrate quickly within an established team.
- Awareness to recognize opportunities for instructional programming among all demographics of membership and the creativity & organization to develop such programs so they are well subscribed and financially viable.
- Organization to have timely responsiveness and follow up to member requests and feedback.

### LONG-TERM RESPONSIBILITIES OF THE POSITION

- Gain an overall knowledge of golf operations through an annual rotation of responsibilities to prepare for future career opportunities.
- Teach a variety of instructional programs: private lessons, junior clinics & camps, adult clinics & golf schools.
- Play a key role in tournament operations in both lead and supporting roles.
- Support the golf shop merchandise operation by working in the golf shop, managing special order business, recognizing inventory control needs, and preparing stock orders for both Soft & Hard Goods.
- Play golf regularly: member games, hosting members to pro-ams, travel trips with members, and competitive tournament play.
- Develop new opportunities to grow member participation in instructional programming

### SPECIFIC RESPONSIBILITIES FOR THE 2018 SEASON

- Manage the junior golf program. Schedule staff, maintain budget, prepare compensation reports, etc.
- Oversee women's tournament schedule, utilizing Golf Genius software.

### COMPONENTS OF COMPENSATION PACKAGE:

- Weekly Salary
- Private Golf Instruction
- Junior Camp & Clinics
- Member Clinics
- Corporate Clinics