



Silo Ridge Field Club is looking for a **Director of Golf**

**Key Responsibilities Include:**

- Oversee the management and performance of all golf operations and applicable department services; assure high standards and total member satisfaction
- Establish golf operations personnel policies and ensure proper hiring, training, supervising, personal development, and corrective action in accordance with fair labor standards, safety and established corporate policies
- Oversee the development of operating procedures and training protocol for the golf operation
- Oversee and manage the Golf Professional(s) and all golf department staff
- Schedules and chairs regular staff meetings focused on members, operations, service initiatives, round/revenue growth, cost containment and continuous improvement
- Attends as invited committee/staff/public meetings representing the Club
- Develop/coordinate the development of annual business plans for the golf operation
- Coordinate and ensure all written correspondence, reporting, newsletters, and communications for the golf operation
- Coordinate plans with fellow department heads to ensure quality, coordinated service throughout club (F&B, Member Service, Residential Service, OP, GCM, Security, etc.)
- Meet, greet, and welcome prospective members and guests, act as an extension of the sales and marketing staff
- Enforce all rules and regulations governing golf course usage
- Develop and oversee an innovative tournament schedule and golf activities program that services all member segments
- Develop and oversee golf instruction, clinics, golf schools, and player development programs for all member segments
- Develop and oversee a profitable retail merchandise concession that is consistent with member/guest demographics and needs
- Oversee golf marketing initiatives including all promotional materials, play recruitment, yield management, golf packages, and outside events plus the promotion of new golf memberships (where applicable)
- Oversee all fiscal areas and performance for the golf operations including planning, budgeting, forecasting, monitoring, and correction
- Establish sales goals and forecasts for all golf programs and services; generate, monitor and analyze reports
- Maintain a close working relationship with the Golf Course Superintendent
- Play golf with members/guests of all skill levels as time and duties permit
- Oversee and enforce golf operations policies, procedures, controls, and fee structures to ensure the safekeeping of assets, inventory, and resources
- Represent Silo Ridge at local, sectional, and national golf events including select major championships, as approved in advance

**Skills and Qualifications:**

- PGA Class A Golf Professional in good standing is required
- Ability to work a flexible schedule, including evenings, weekends, and holidays and an ability to work a shift greater than eight (8) hours in length.
- Ability to meet the physical demands of the position including, but not limited to, working outdoors in all weather conditions, standing, walking, and moving for periods of greater than eight (8) hours, and lifting and carrying items sometimes greater than 50 pounds.