

## **Employment Opportunity**

### **Position:** Tournament Operations Intern

When the PGA was born here in New York in 1916, the founders certainly never dreamed that one day the Association they were forming would grow to include over 29,000 professionals. At the very forefront of the National PGA then and today, is the Metropolitan Section. For the Met PGA Professional, "Growing the Game" is not just a theme, but a professional commitment and mission. The Metropolitan Section PGA Foundation is our vehicle to carry out the mission to promote the goodwill and growth of the game of golf by positively impacting the lives of junior golfers, veterans, and those who are underserved by the game.

### **Description:**

The Met PGA is looking for qualified applicants to serve as Tournament Operation Interns. Interns must be available to work Monday-Friday. This internship can be a paid position and/or taken for college credit depending on the guidelines of your school. This internship will provide experience in both PGA Professional Section and Foundation events with a heavy concentration on our Junior Tour.

### **Internship Dates:**

Flexible start and end date but must be available a minimum of June 2023 through August 2023.

### **Requirements:**

- ❖ Applicants must have completed at least one year of college
- ❖ Basic golf knowledge (Rules of Golf experience a plus)
- ❖ Ability to work and communicate effectively in a team atmosphere
- ❖ Highly self-motivated
- ❖ Graduate/Undergraduate student - PGM/Sports Management majors preferred
- ❖ Strong work ethic and desire to excel in sports industry
- ❖ Excellent communication and public relation skills
- ❖ Computer knowledge and skills
- ❖ Basic understanding of online communication concepts (Facebook, Twitter etc.)
- ❖ Willingness to work long hours/ early hours/ late hours
- ❖ Reliable transportation necessary

### **Responsibilities:**

- ❖ Travel to host event sites throughout the Metropolitan Area
- ❖ Assist with the administration of 40+ events throughout the summer
- ❖ Including but not limited to: course preparation, on-site registration, starting, pace of play, rules officiating, scoring, website management, press releases, and social media
- ❖ Professionally interact with all, ex. PGA Professionals, Host Site Staff, Junior Golfers, and Parents
- ❖ Assist Tournament Director and Junior Golf Director with day to day with the coordination of all tournament and event activities
- ❖ Serve as field staff at various Professional Majors and Foundation events

### **Salary/ Benefits:**

- ❖ Hourly salary
- ❖ Uniform Provided
- ❖ Great opportunity to network with professionals in golf business
- ❖ Please Note: We DO NOT provide housing.

**Please send resumes to Daniel Frankel:**  
[dfrankel@pgahq.com](mailto:dfrankel@pgahq.com)