



Founded in 1888, Richmond County Country Club is one of the oldest private golf clubs in the United States and is the only private golf club in New York City. The club features two stunning clubhouses, golf, tennis, swimming, and much more.

The Assistant Golf Professional position will be a seasonal role from approximately April 1 through October 31. The candidate will work directly with the head golf professional and the rest of the golf staff to handle the daily golf operations, including but not limited to, golf shop management, tournament operations, instruction, and other professional services. Candidates must possess prior experience with golf operations and merchandising, preferably in a private club setting. This role will spend their primary time managing the golf shop, while also teaching and assisting with junior and women's golf programs.

Preferred Experience:

- Previous golf operations and merchandising experience
- Golf Genius Tournament Operation software
- Teaching experience
- Jonas POS software
- Current PGA member or associate in good standing with the PGA, or a willingness to enter the Professional Golf Management program

Essential Responsibilities:

- Assist with monitoring golf shop displays, aid with pricing procedures, and continuously monitor inventory levels of soft and hard goods
- Accurately bill members' accounts for golf shop purchases, lessons, and other sales items
- Place accurate special orders for members and their guests
- Provide instruction for members and their guests
- Coordinate with other departments to provide the best possible experience for our members
- Perform club repairs as needed
- Provide excellent instruction in both private and group settings

Benefits:

- Ability to use the golf course, practice facilities, and indoor simulator
- 100% Lesson Income
- Junior Golf instruction
- Staff clothing
- Staff meals while on property
- Possible staff equipment agreement