



## **Overview**

Patriot Hills Golf Club is an upscale, municipal golf club located in Rockland County, NY that is owned and operated by the Town of Stony Point. It opened in 2003 and has become one of the best public golf courses in New York State. Along with public play, the club has around 450 resident cardholders from the Town of Stony Point who are very supportive of the staff and the efforts made to keep Patriot Hills as one of the premier golf courses in the area.

The Lead Assistant Professional is a full-time, year-round position. Candidates must have the ability to deal effectively with the public and to maintain good public relations. Experience in tournament operations, merchandising, and developing and running junior golf programs is essential for the candidate to succeed in the position.

## **Distinguishing Features of the Candidate**

This is work which involves a responsibility for participating in planning and promoting golf activities, assisting with staffing and time records, and working

with the Golf Director in running the pro shop. The work also includes providing golf lessons, camps, and clinics for all levels of golfers. Supervision is exercised over a number of part-time and seasonal employees, and direct supervision is received from the Golf Director. Does related work as required.

### **Typical Work Activities**

- \* Works with the Golf Director in scheduling, promoting and running golf course activities such as golf camps, clinics, tournaments, and private instruction by preparing flyers and brochures, greeting patrons, etc.
- \* Assists with the maintenance of the pro shop inventory by recommending items, pricing items, and meeting with vendors as directed.
- \* Makes recommendations for staffing for registration, cashiering in pro shop, rangers, starters, driving range, etc.
- \* Reviews payroll records for accuracy and completion.
- \* Works with Golf Director in the collection and deposit of daily receipts.
- \* Provides golf lessons to patrons and at junior camps and clinics.

### **Full Performance Knowledge, Skills, Abilities and Personal Characteristics**

- \* Good knowledge of the rules and terminology of the game of golf.
- \* Working knowledge of the organization and maintenance of a golf shop.
- \* Ability to plan and assign the work of others.
- \* Ability and knowledge to teach the game of golf.
- \* Ability to prepare accurate and clear reports.
- \* Ability to deal effectively with the public and to maintain good public relations.

## Minimum Qualifications

- \* If not already a Class A Member of the PGA of America, proof of current and active pursuit of PGA membership as a PGA Associate is required at the time of appointment, but incumbents must be registered as a PGA associate.
- \* Must remain in good standing with PGA/LPGA of America Associate or Member status throughout employment.

## Compensation and Benefits

- \* **Approximately \$63,000 starting salary** (full time/52 weeks).
- \* Additional income through lessons, camps and clinics.
- \* **FULL BENEFIT PACKAGE FOR INDIVIDUALS OR FAMILIES including medical, dental and eyeglass.**
- \* PGA Dues Paid.
- \* Playing and practicing privileges.
- \* Vacation and Sick Time allowances.

## How to Apply

The Deadline for all applicants is December 15<sup>th</sup>, 2023

Please prepare a cover letter and resume in a PDF document and send to:  
Mr. Ron Gerhold Jr., Director of Golf.

Email- [\*\*rgerhold@patriohillsgolfclub.com\*\*](mailto:rgerhold@patriohillsgolfclub.com)