

Job Description for Ardsley Teaching Professional

Ardsley Country Club
Teaching Professional
PGA or LPGA Members

Specific Responsibilities - include but are not limited to:

- Conduct a high-level teaching program for all types of golfers and all abilities by private and group clinics.
- Conduct Junior Golf clinics.
- Assist with men's, women's, and junior golf events and programs.
- Assist in tournament operations and weekly events including planning, promotion, course set-up, preparation, scoring, prize distribution, and follow up
- Assist in Player Development programs using PGA tools and resources
- Assist with golfer starting times and tournament sign ups.
- Assist in managing facility tournament operations including weekly events
- Provide club fitting services to customers
- Directly responsible for timely and consistently maintaining the club's USGA Handicap System
- Play golf in competitive and non-competitive situations
- Conduct oneself in a professional manner and maintain a professional image at all times
- Assist in coordinating golf activities with other departments
- Assist with all opening and closing procedures
- Assist members and guests by answering phones in a professional manner

Knowledge, Skills and Traits

- Actively maintain your PGA or LPGA membership in accordance with the PGA membership requirements
- Complete knowledge of the game of golf, rules of golf, golf facility operations and tournament operations
- Act as a role model for all employees by demonstrating the behavior and work ethic expected of all employees
- Strong organizational, planning and prioritization skills
- Self-motivated with desire to promote and market
- Service and customer focused attitude
- Experienced in written and oral business communications
- Remain up to date on customer relationship management tactics and strategies
- Maintain and promote a positive professional image within the community
- Attend conferences, workshops, meetings, and trade shows to keep abreast of marketing and business trends
- Maintain a credible golf game and remain current on teaching innovations

Salary

- 1,000 to 1,400 per week plus 100 percent of lessons, all depending on Qualifications.

Please send Resumes to: Jim Bender, PGA – PO Box 219 Ardsley on Hudson, NY 10503 or email with Cover letter to: Golf1895@aol.com