



PGA

Iowa Section

Part-Time Tournament Staff Iowa PGA

The Iowa PGA Section is established as an association of qualified golf professionals dedicated to promoting the game by positively impacting lives through golf. In this effort, the Section shall provide education and playing opportunities, perpetuate and preserve employment opportunities for its members, and bring awareness and support to the Iowa PGA Foundation. In doing so, the Section shall elevate the image of its members, the PGA and the game of golf.

Iowa PGA Section

The Iowa PGA office is responsible for serving 250 Iowa PGA members and apprentices that live and work within Iowa and Western Illinois. Our tournament program consists of roughly 20-25 events with a Spring and Fall Membership Meeting. Educational opportunities take place throughout the year and are highlighted by our Teaching and Coaching Summit. The section also runs the Iowa Open and partners with the PGA Tour to help run qualifiers for the Principle Charity Classic and John Deere Classic.

Iowa PGA Foundation

The foundation which is a 501 © 3 organization runs one of the most successful junior programs in the Midwest. It has over 800 members and runs roughly 50 events throughout the year. The program also runs national programs like Drive, Chip, and Putt and PGA Junior League. The Foundation also awards college scholarships and helps the military through a variety of programs.

Office Location

The Iowa PGA Section and Foundation is based in Riverside, IA at Riverside Casino and Golf Resort. This location is roughly 20 minutes south of Iowa City, IA.

Overall Job Description

As the Iowa PGA Junior Golf program continues to grow, we are in need of part time employees that can help us run events throughout the year. These events would take place during the weekend when the juniors are in school and then over the summer. Individuals would be assigned specific events in their part of the state to help assist full time Iowa PGA staff or interns. Employees would help run the tournament that would include elements like starting, scoring, being a rules official, having great customer service, working with host PGA Professionals, and representing the Iowa PGA brand. Some prep work prior to the event might be needed based off the event.

Prior to the season starting the Iowa PGA would run a training session at Riverside to go through policies and procedures for the Iowa PGA Junior Golf program.

Employment Description:

- On-site tournament operations which includes rules officiating, scoring, tee time starter, check-in
- Putting up Iowa PGA tournament signage prior to the event
- Working with the host professional on making sure the golf course is prepared for the tournament.
- Manage company equipment, to include inventory and maintenance
- Running an awards ceremony where we hand out trophies to the winners
- Other assigned duties throughout the event

Qualifications:

- Strong moral character and integrity with leadership qualities.
- Extremely detail oriented with ability to multi-task.
- Above average computer skills

- Ability to work with a broad spectrum of groups including host professionals, host superintendents, volunteers, amateur golfers, coaches, and sponsors.
- Flexibility for work schedule
- Knowledge of the USGA Rules of Golf and Decisions is preferred.
- Excellent verbal and written communication skills.
- Comfortable speaking publicly in front of large audiences.
- Highly motivated individual willing to assist others in the ultimate success of the team.

Compensation and Benefits:

- Employees will be paid on a per day bases, based off the number of players in the event
 - Less than 50 = \$75
 - More than 50 = \$100
- Iowa PGA staff apparel and uniforms

Physical Requirements:

- Work early mornings
- Work outside in extreme weather and temperatures
- Ability to lift objects up to 30 pounds i.e. tents, tables, stakes, and championship signage
- Safely operate a golf cart
- Stand and move around on foot for extended periods of time
- Work long days

Interested in Working:

Please send your information to the following person. Please include a quick overview of your background and why you want to get involved.

Tess Goudy, PGA

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Assistant Executive Director