# The XYZ Golf Club is seeking the services of a Head Golf Professional to join our team.

# About Course

The XYZ Golf Club was established in <Year> and was originally designed by <Name of Designer>. The XYZ Golf Club has hosted many provincial and national events. It is a picturesque and challenging course that provides exceptional customer service and an unrivaled experience for members and guests.

**LOCATION**

<City>, <Province>

**COURSE WEBSITE**

[www.XYZgolf.com](http://www.XYZgolf.com)

**EMPLOYMENT TERM**

(i.e., Permanent, Full-time, 5-day work week)

**DEADLINE TO APPLY**

<Date>

**START DATE**

<Date>

# Job Summary

We are seeking an energetic, service driven and passionate Head Golf Professional to lead our golf operations. The successful candidate will be member focused and have first-hand experience in delivering exceptional member and guest service.

# Responsibilities

* The Head Golf Professional, reporting to the Board of Directors through the Club Captain and/or General Manager, is responsible for the successful and efficient operation of the golf operations department.
* Be an integral member of the senior management team.
* Manage golf operations, including the pro shop, practice areas, teaching and coaching programs, recruitment, hiring and training of all employees, scheduling, signage, monitor work and evaluates performance.
* Lead, manage and inspire a strong team of Associate and Assistant Professionals, Starters, Service Staff and Pro-Shop staff.
* Mentor and retain key members of the golf operations team.
* Direct and organize all golf activities including member, corporate and charity tournaments.
* Implement policies and procedures established by the Board of Directors.
* Devote a reasonable amount of time to play golf with members of all skill levels.
* Maintain a visible presence within the golf operations.
* Financial management of the golf operations budget, including its preparation, explanation, and implementation
* Takes corrective actions as necessary to help assure that budget goals are attained.
* Collect, organize, and interpret weekly, monthly, and annual statistics on golf-course revenue and rounds played.
* Work together with other department managers to ensure important information is communicated, ensuring member satisfaction at all events and on a day-to-day basis.
* Work together with club committees and subcommittees and/or club chair as required.
* Promote a safe workplace by ensuring all staff perform their duties in a safe manner in compliance with all health and safety legislated requirements, including the use of personal protective equipment.
* Enhance the reputation and the image of the Club.
* Represent the Club in PGA tournaments as required.
* Perform other duties and special projects as assigned.

# Qualifications

* Class “A” Golf Professional with the PGA of Canada and member in good standing.
* Proven track record as a Head Golf Professional or Associate Golf Professional at a golf club.
* Has a passion, intrinsic desire, and willingness to serve. Dedicated to providing exceptional service to members and guests.
* Inspired leader who can direct and hold their team accountable.
* Highly organized, efficient and detail oriented.
* Excellent presentation and communication skills with an ability to work with committees and individuals.
* A strong business acumen is required to manage/operate annual operating and capital budgets and pro shop retail operations.

# Compensation Benefits/Perks

|  |  |
| --- | --- |
| * $75,000 to $100,000 Annually | * PGA of Canada Dues Paid |
| * Annual Bonus Structure | * Flexible Schedule |
| * 100% Teaching Revenue | * Medical and Dental Benefit Program |
|  | * Meal Program |
|  | * Clothing and Equipment Package |
|  | * Playing Privileges |
|  | * Equipment and Clothing Discounts |
|  | * Continued Professional Development |
|  | * Tournament Entries |
|  | * RSP/RRSP Contribution Matching |

# Contact Information

Qualified applicants are required to submit their resume and cover letter to:

resumes@XYZgolf.com Attention: <Selection Committee Chair or Name>

*The XYZ Golf Club is an equal opportunity employer and is committed to creating an accessible and inclusive organization as well as providing barrier-free and accessible employment practices in compliance with relevant legislation. Should you require code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. Disability-related accommodation during the application process is available upon request.*