

Job Information for Assistant Golf Professional at Ironbridge Golf Club



Job Title: Assistant Golf Professional

Location: Glenwood Springs, CO

Position Type: Seasonal (April 1st – October 31st (or season end if goes longer))

Compensation: Starting pay of \$25.00/Per Hour with option of moving to salary after 1 month (starting pay based on experience). 40 – 45 Hour work week.

Additional Income: Junior Golf, Private Lesson, Clinics, End of Season Bonus

Additional Benefits: Uniform Allowance (\$200), Golf Shop Discounts, Food and Beverage Discounts, Playing and practicing privileges, PGA Dues Split, 2 days off a week (except for major tournament weeks)

Experience: 1-3 years as an Assistant Golf Professional

Education required: H.S. Diploma, PGA/LPGA Membership preferred but not required, Proficient in Microsoft Word, Excel, Fore Up, Blue Golf and Tag Marshall but not required.

Responsibilities:

The Assistant Golf Professional will report directly to the Head Golf Professional but if not available then the 1st Assistant and will have the following responsibilities:

- Assist with day to day operations (tee times, golf shop sales, phone service, guest service, balancing of daily financials)
- Assist with Merchandising (inventory control, ordering, receiving, pricing, special orders)
- Assist with all Golf tournaments/events (Member and Non-Member)
- Assist with Men's, Ladies and Junior Clinics and available for private instruction
- Assist with Club Repair, Club Handicapping, Outside Golf Operations, Starter/Ranger Duties
- Assist with Outside Golf Operations when needed
- Play with Members at Club and in Section events at designated times
- Be an Ambassador of Ironbridge Golf Club at all times and an excellent communicator of Club happenings and events
- Get acquainted with the Membership and learn their names to improve quality of service to them