



POSITION: 2019 USGA P.J. Boatwright Internship
APPROXIMATE DATES: TBD – October 18 (9-month internship)

The Colorado Golf Association is seeking qualified candidates for a internship in junior golf.

INTERNSHIP OVERVIEW: This internship involves exposure to all aspects of golf administration including: membership services, handicap inquiries and support, course rating and measuring, communications, social media, tournament management, youth program initiatives, general office administration and junior golf. This internship is focused primarily on junior golf and the Junior Golf Alliance of Colorado (JGAC).

PRIMARY RESPONSIBILITIES:

Junior Golf (JGAC)

- Assist in day-of tournament and event operations for junior championships.
- Assist in administering educational seminars to juniors and parents.
- Perform pre and post tournament tasks (course set-up, course marking, points lists, etc.).
- Provide membership support for tournament software and registration inquiries.

TRAITS & EXPERIENCE

- Background in golf and interest in golf administration as a career preferred.
- Self-motivated and personable with strong work ethic and enthusiasm.
- Ability to handle conflict situations and communicate effectively.
- Excellent written, verbal and customer service skills.
- Good leadership and organizational skills.

DEADLINE: Open until filled

START DATE: TBD

DETAILS: Salary – up to \$2,000 a month plus hourly overtime and job-related expenses.
Access to CGA owned CommonGround Golf Course on space available basis.

TO APPLY: Email cover letter, resume and a minimum of three professional references to:
Ashley Barnhart, Managing Director, Golf Operations
abarnhart@coloradogolf.org