



# ALABAMA GOLF ASSOCIATION

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## TOURNAMENT OPERATIONS INTERNSHIP OPPORTUNITY

The Alabama Golf Association is offering **one** 5-month USGA P.J. Boatwright, Jr. Internship positions focusing on Tournament Operations that are designed to provide valuable hands-on experience to individuals who are interested in pursuing a career in golf administration, sports management or event management.

### Internship Dates

May 2020 – October 2020. Start/end dates are flexible.

### Intern Duties/Responsibilities

Qualified applicants will learn the internal operations of a State/Regional Golf Association. Some specific duties include, but are not limited to:

- Administrative duties in office to prepare for a tournament
- General tournament set-up and preparation
- Golf course marking and set-up
- Starting and scoring of players
- Pace of play and rules officiating
- Monitoring equipment inventory, maintenance and replenishment
- Assist with communications (social media, website) and marketing projects
- Assist with Course Rating and Handicap administration
- Assist with Southern Golf Association Championships (Southern Amateur and Southern Junior)

### Job Qualifications

- Ability to live in the Birmingham, AL area during internship
- Strong work ethic, communication skills and work in a team environment
- Willingness to travel and ability to work long hours including early mornings and weekends
- Basic computer knowledge and skills (Microsoft Office, HTML, WordPerfect)
- Golf background or strong interest in golf and basic knowledge of the Rules of Golf is a plus
- Have own transportation and valid driver's license
- Must be an amateur golfer. PGM students are eligible. PGA professionals/apprentices are ineligible.
- Highly motivated and ability to work in fast paced environment
- Willingness to take an active leadership role

### Salary and Compensation

\$2,000 per month (medical and dental insurance available at additional cost)

All work related travel expenses will be paid by the association (meals, lodging, mileage)

Staff clothing (Polo Ralph Lauren).

### Application Deadline and Resume Submission

Interested applicants please send cover letter, resume, and references via email to Brian Scheufler, Director of Rules and Competitions, Alabama Golf Association to [brian@alabamagolf.org](mailto:brian@alabamagolf.org) with "Tournament Operations Internship" in subject line. Position is open until filled with qualified candidate.

**The Alabama Golf Association is an Equal Opportunity Employer**

### **About the Alabama Golf Association (AGA)**

The Alabama Golf Association is a 501(c)(3) not-for-profit educational organization founded in 1915 whose mission is to serve and promote amateur golf in Alabama. AGA membership consists of over 130 member clubs represented by over 19,000 individuals. The activities and services of the Alabama Golf Association are governed by a Board of Directors consisting of Alabama golfers who wish to serve the game and the association through service. A full-time professional staff of five individuals handles day-to-day activities.

Based in Hoover (Birmingham suburb), the AGA is the USGA's Allied Golf Association in Alabama conducting national championship qualifying, administering the USGA Handicap system including the GHIN Handicap service, course & slope rating and education. The AGA annually conducts 20 championships and team match competitions for men, women, juniors, and seniors. The AGA also conducts Alabama high school golf championships and assists with many collegiate events including the SEC Men's Golf Championship. In addition to competitions, the AGA administers the AGA Women's Scholarship Fund that is dedicated to assisting young female golfers in higher education and supports the Alabama Turfgrass Research Foundation. In 2016, the AGA earned the Gold Tee Award for "Outstanding Tournament Operations – Small Association" by the International Association of Golf Administrators (IAGA).

Since 1980, the AGA has managed the affairs of the Southern Golf Association which includes conducting the Southern Amateur Championship and Southern Junior Championship, in conjunction with the Board of Directors of the Southern Golf Association.

For more information about the Alabama Golf Association, visit [www.alabamagolf.org](http://www.alabamagolf.org).

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