2020 MGA CHAMPIONSHIP OPERATIONS INTERNSHIP
Championship Department – Metropolitan Golf Association

Position: MGA Championship Operations Intern (Part-time – 2-3 days or 20-30 hours/week)

Period: May, 2020 – August, 2020

Responsibilities:

Assist in the administration of the MGA Championship Department

- Support activities of the Championship Department.
- Pre-tournament preparation (e.g. Course Marking, Course Set-Up, Notice to Players, etc.)
- On-site tournament administration at approximately 70% of MGA Calendar of Competitions.
  - Assist in the morning equipment placement (MGA branded tents, pop-up signage, hole signs, etc.).
  - Provide on-course support for players and volunteers by monitoring pace of play, assisting with ball spotting and relaying any questions or concerns to the Staff-in-Charge (SIC) via two-way radio.
  - Manage equipment breakdown at the conclusion of play for the day, retaining all MGA branded equipment; maintain its condition as well as the condition of club property.

Requirements:

- Access to an automobile and ability to travel in the Tri-State Area.
- Strong communication skills (written, verbal, telephone), public relations, and organizational skills.
- Willingness to work in a fast paced and team-oriented structure with emphasis on customer service ideals.
- Represent the MGA at member clubs in a professional manner.
- Knowledge of the game of golf, golf terminology and etiquette.

Benefits:

- Hourly part-time (20-30 hours/week) with stipend for travel expenses
- MGA staff apparel and uniform

Please email résumés to:
*Include in subject line that you are applying for the Field Team Internship*

Sean Murphy
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Metropolitan Golf Association
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