Job Description

Are you looking to grow your career in sports communications? Now is your chance to do so in one of the fastest growing areas of the country ... Music City USA. Golf House Tennessee, located in beautiful Franklin, Tennessee – a suburb of Nashville – is looking to hire a qualified candidate for the position of Communications Intern to join our team for 2020. Candidates must be motivated and enthusiastic with a interest in the game of golf, good organizational and communication skills, and a strong background in social media relations, photography, video production and writing/editing news stories. The candidate will work under the direction of the Director of Communications in correspondence with the Tennessee Golf Foundation, the Tennessee Golf Association and the Tennessee Section PGA.

Essential Duties and Responsibilities

• Create regular content for the social media accounts of the Tennessee Golf Association, Tennessee Golf Foundation and the Tennessee Section PGA through writing, photography, videography and graphic design
• Create and maintain productive working relationships with the staff at Golf House Tennessee, as well as competitors, donors, golf course staff, media, sponsors, etc.
• Attend championships and events of the three GHT entities
• Photograph and video GHT-related events
• Help with the content and design of the Tennessee Golf Quarterly digital magazine
• Coordinate media and press-related needs including event programs, media guides, press releases, results, etc.
• Create video interviews and championship recaps during tournament season
• Update the Golf House Tennessee websites
• Other GHT responsibilities as necessary

Job Qualifications

• Excellent communication, public speaking and public relations skills; Must be comfortable interacting with new people on a daily basis
• Proficiency in Adobe Creative Suite (Photoshop, Indesign, Premiere Pro)
• Proficiency in using a DSLR camera for both photography and videography
• High level graphic design experience in Photoshop preferred
• Experience in sports information, media relations, social media or newspaper writing is ideal
• Outstanding writing skills with the ability to meet deadlines; working knowledge and application of the AP Style of Writing
• Self starter, ability to work independently with an exceptional attention to detail required
• Golf knowledge is a plus
• Must be willing to travel throughout the state of Tennessee; Travel expenses will be paid but must have reliable transportation with ability to work flexible schedule (early mornings, nights, weekends)
• Ability to live in Franklin, Tenn. or surrounding area throughout duration of internship

Job Title: Communications Intern
Location: Franklin, Tennessee
Employment Type: 3-month full-time internship
Career Area: Golf Administration
Position Type: Spring/Summer
Reports To: Director of Communications
Compensation and Benefits

- $2,000 per month for three months
- Work-related travel expenses will be provided (meals, lodging, gas)
- Staff apparel
- Golf privileges for employee at The Little Course and Vanderbilt Legends

Physical requirements

- Stand and walk for extended periods of time
- Work outside in extreme weather and temperatures with direct sun exposure
- Use of hands with computers, cell phone, camera
- Must be able to operate a golf cart

If you are interested

Interested candidates should forward their resume and portfolio via email to:

Darren Reese
Director of Communications, Golf House Tennessee
400 Franklin Road
Franklin, TN 37069
dreese@tngolf.org

Application deadline: Position is open until filled

The Tennessee Golf Foundation is an Equal Opportunity Employer