Job Posting

The Ladies Professional Golf Association (LPGA), headquartered in Daytona Beach, FL, is currently seeking a full time, Tournament Rules Official. This position is responsible for regulating tournament competition in accordance with the USGA’s Rules of Golf and the LPGA’s tournament regulations and providing competition support such as course set-up, pairing designations, player communications relative to tournament play, etc. This position will report to the VP of Rules & Competition.

Essential Duties and Responsibilities include the following:

- Monitors and approves all golf course preparation, construction and conditioning for tournament play. Sets daily hole and tee locations and marks all ground under repair and hazards.
- Consults with VP, Rules & Competition, in charge of event and the host club management during advance and tournament week and assists in coordinating tournament volunteers and personnel.
- Prior to tournament, works with sponsors to review and assist in handling inquiries and making recommendations according to the LPGA policies and procedures for conducting a Tour event.
- Generates daily computerized results of tournament play and releases pairing sheets to the tournament office and participants.
- Provides feedback during and after each event to the various tournament managers that will include player responses and detailed analysis of golf course conditions.
- Serves as additional LPGA liaison to players and caddies.
- Prepares and evaluates tournament week results and recommends appropriate improvements after each event.
- Responsible for contacting sponsors in advance of tournament week to review and assist in handling inquiries and making recommendations according to the LPGA policies and procedures for conducting a Tour event.
- Participates in special projects and assignments as requested.

Job Requirements:

- Bachelor’s degree in Sports Management, Communications, Business Administration or other related discipline preferred.
- Minimum of 5-7 years of officiating at Professional, National, State or Regional Golf Associations required.
- Attended a USGA/PGA Rules Work Shop and scored 90 or better on the rules exam given within the last 2 years.
- Extensive experience in golf administration is highly desirable; must be able to effectively utilize golf tournament management software and other Microsoft applications.
- Prior supervisory experience preferred.
- Must be able to make sound, difficult decisions under stressful conditions.
- Strong communication (both written and verbal), interpersonal skills, and analytical skills required.
- Strong organizational and time management skills are a must.
- Must be detail oriented and able to deliver accurate work within established deadlines.
- Extensive domestic and international travel required, approximately 50%.
- Relocation is not required; must be within reasonable commute to an international airport.
- Physically able to walk 18 holes of golf and perform duties as needed on course.

The LPGA offers a competitive salary and benefits package that includes, medical, dental, vision, life, and disability insurance, paid time off, 401(k) with employer match, golf and fitness center privileges, access to all our events, and many other great benefits to all full-time employees.
To apply for this position and to view our complete list of job openings, please visit www.lpga.com/careers.

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