

Stowe Country Club and Stowe Mountain Golf Operations

May 11, 2017

Stowe Mountain Club Golf Operations

Job Description: Stowe Golf Retail Professional

Prefer PGA Professional

Early April (soon as possible at this point) until end of October and includes PGA Show

Summary:

The Retail Professional oversees the golf retail offerings of Stowe Country Club and Stowe Mountain Club Golf Operations. The position is responsible for the creation and implementation of the Buying Plan for the golf operation. These duties include:

- Oversight of the Golf Shop Retail Associates in collaboration with the Golf Professional Staff.
- Creation and submission of an open to buy plan
- Implementation of the open to buy plan via a buying document/journal
- Monitoring of Sales and inventory levels throughout the season and taking appropriate action to ensure ending inventory levels are achieved
- Conducting physical inventory at the opening of the season, at mid-season (July 31) and at season end.
- Working with other members of the professional staff to promote sales
- Working with other members of the professional staff to service events – gifts/prizes
- Working with the professional staff and management team to ensure uniforms are ordered and received in a timely manner
- Ensuring the golf shop staffs are appropriately trained and evaluated on the products being sold in the golf shops
 - Product knowledge
 - Vendor site-visits
 - Secret Shopper reviews
- Maintaining positive relations with vendors
- Working on the floor to provide coverage of the POS.