



**On a daily basis, our team members positively impact someone's life through the sport, game and business of golf.**

Since 2017, our focus on Diversity & Inclusion, Veterans and Youth Development, has fostered countless partnerships and friendships across New England and our team is proud to offer a unique opportunity to join our efforts.

If you are looking to gain valuable insight into the administrative aspect of the golf business, curious about the overall industry and looking for a (1) one-year opportunity to Lead, Organize, Share, Mentor, Care, Compete and Grow, then consider joining our team at [PGA REACH New England](https://www.pgareach.org/new-england), the charitable foundation of the New England PGA.

## **2024 PGA WORKS Fellowship with PGA REACH New England**

### ***CONTRIBUTE***

Our foundation's inaugural PGA WORKS Fellowship is intentionally focused on engaging a diverse demographic of participants with consideration to the following protected classes: Gender, Age, Race/Color, National Origin/Ancestry, Sexual Orientation, Disability and Veteran Status - though anyone is welcome to apply.

### ***INFLUENCE***

As an important part of the foundation team, our WORKS Fellow will focus and assist in executing all PGA REACH New England programs in our Youth, Veteran and Diversity & Inclusion pillars as well as support National PGA REACH program locally here in New England.



## ABOUT US

Our new offices are in Boylston, Massachusetts and we are one of 41 Sections of the Professional Golfers' Association of America. The PGA of America, formed in 1916, has grown into the world's largest working sports organization with more than 27,000 Members and Associates. The New England Section is one of the founding Sections of the PGA of America and consists of approximately 1,100 golf professionals in Central to Eastern Massachusetts, Maine, Vermont, New Hampshire and Rhode Island. The local Section office is the regional center for all New England PGA activity. There is no better way to learn about all facets of the golf industry and golf administration than to spend time working in a PGA Section office.

## DAY TO DAY

Our WORKS Fellow is responsible for supporting several successful programs, while also supporting all initiatives delivered by the foundation. This entire process includes understanding the goal of the program, directly supporting the implementation, taking ownership to make sure it is well-run, and finally, ensuring pre-process goals are met. Our Pillars of Impact include the following programs and initiatives:

- 📌 [Diversity & Inclusion Pillar](#) – As core values of our foundation, our Diversity & Inclusion programs offer ways to grow the game by creating an atmosphere where all are welcome to enjoy the game we love. Programming includes Camp REACH, Golf With Pride, Networking Clinics, Drive Chip & Putt Skill Competitions with Special Athletes and signature Women's Networking Summit.
- 📌 [Veteran Pillar](#) – Our foundation proudly introduces golf to veterans with disabilities to enhance their physical, mental, social, and emotional well-being. Programming includes PGA HOPE, OPERATION: PlayDay, Sets Fore Vets, The Champion's Tribute and Northeast HOPE Invitational.
- 📌 [Youth](#) – Introduction to golf at an early age has proven to provide great opportunities for boys and girls in education, health and wellness and character building. Programming includes Junior TOUR, Drive Chip & Putt, PGA Junior League and Scholarships.

Supporting and at times, leading the effort to communicate the goodwill delivered by the foundation will be required by our PGA WORKS Fellow

Utilizing our social media channels, newsletter campaigns such as the Foundation 411, direct email messaging as well as regular collaboration with the Foundation Program Manager as well as our Communications & Marketing staff, will help to ensure our impact and initiatives are shared with our NEPGA Professionals, Donors, Partners & Sponsors, and those looking to champion our mission to impact lives through golf.

Additionally, our Fellow will have the opportunity to shadow and closely work with department leads to observe the full scope of daily activities related to Golf Administration.



## ***WHAT TO BRING, WHAT TO EXPECT***

- Genuine desire to help people, while learning about the Golf Industry
- Recent undergraduate degree, within last 12-24 months is preferred
- Flexible schedule, many foundation programs require early mornings, late evenings and occasional weekend work
- Reliable transportation and valid driver's license, all foundation programs are delivered across New England
- Ability to work in a team environment, while focusing on individual goals to support overall success
- Public speaking, presentation, verbal & written skills are all required to be above average
- Comfort with PC skills, various Microsoft products, and various social media platforms

### **PGA WORKS Fellow will;**

- Assist with all foundation programming including communications, participant recruitment, promotions, scheduling and event execution
- Assist the marketing and communications team to ensure activities that occur in the Section are documented and reported to national PGA REACH social media and public relations resources
- Assist with all fundraising activities
- Directly support all pillars of programs
- Additional support and exposure to New England Section PGA education, governance and tournament operations

## ***LEARN MORE***

As our foundation continues to grow, so will the impact of the PGA WORKS Fellow. The goal of this fellowship is to provide an opportunity for underrepresented groups to work within the industry. Fellows are expected to be ambassadors of the program, help the foundation and support the national PGA WORKS initiative with some of the local promotion and recruitment of the next PGA WORKS Fellow in 2025.

Starting salary range of \$45,000 - \$50,000, depending on experience and qualifications

Individual Medical & Dental ~ 401K Retirement plan with company contribution ~ Personal Use Time

Travel reimbursement

## ***APPLY***

Please prepare and submit Professional Credentials in one (1) PDF File. Included should be a Cover Letter up to (1) page, addressed to the Search Committee, your Resume and a list of Professional References. Please also include a written statement, up to 500 words, on why you would like to be the New England PGA's first PGA WORKS Fellow and include specific areas of interest within the golf industry you are eager to explore with the Fellowship.

Please email your file to: [pgareachresearch@gmail.com](mailto:pgareachresearch@gmail.com)

Application Deadline: Friday, March 22<sup>nd</sup> 2024

