



PGA Career Services is pleased to notify you about the following employment opportunity based on the information in your CareerLinks profile



Maine State Golf Association Job Opportunity
58 Val Halla Road
Cumberland, ME 04021



POSITION: EXECUTIVE DIRECTOR

The Maine State Golf Association (MSGA) is seeking a highly qualified individual for the position of Executive Director. The Executive Director serves as chief executive officer reporting to the President and Board of Directors, and is responsible for overseeing a 6-person full-time staff and managing an annual budget of approximately \$1M. The Executive Director is expected to provide leadership through the execution of the MSGA's strategic goals and operational plans, exercise sound financial management, and supervise and direct all activities of the organization.

Founded in 1917, the MSGA is a not-for-profit 501(c)(3) organization dedicated to promoting and serving the best interests of golf in Maine on behalf of its more than 120 member clubs and 16,000 member golfers. Its principal activity is to promote and preserve the values of golf throughout the state of Maine. The MSGA accomplishes this through championship and weekly tournament administration, communication initiatives, educational seminars, player development initiatives and junior golf programs, administering handicapping and course rating services, and administering an endowed scholarship fund for deserving college students from Maine with a connection to golf.



PRIMARY RESPONSIBILITIES

- Implement the MSGA's strategic and operational plans that will allow the organization to continue to effectively serve its mission and member club constituencies
- Direct all activities of the organization including the selection, evaluation, and supervision of all staff
- Manage the MSGA's financial affairs through oversight of all operating and investment accounts
- Grow the organization's financial resources to allow it to better serve its mission through the development and implementation of capital campaigns, sponsorships, and additional sources of revenue
- Administer the Annual Meeting of the organization and all meetings of the Executive Committee and sub-committees
- Develop and maintain positive relationships with MSGA Member Clubs and oversee site procurement and event administration for the various annual MSGA events and USGA qualifying rounds
- Represent the MSGA and serve as chief spokesperson for all major communication and marketing activities of the organization within the golf and business communities
- Manage relationships with affiliate golf organizations including the USGA, NEPGA, and other local, regional, national, and international allied golf associations
- Oversee the administration and promotion of the \$1M endowed MSGA Scholarship Fund

QUALIFICATIONS

- Bachelor's degree or equivalent amount of appropriate experience is preferred
- Demonstrated leadership skills and proven success in a complex business environment, including strategic and operational planning, personnel management, and financial management
- Relevant and successful experience in golf administration at a local, regional, or national level
- Experience in non-profit management, particularly in developing and leading a successful fundraising program, is desired but not required
- Knowledge of and passion for the game of golf
- Excellent communication and interpersonal skills
- Ability to relate effectively to board members, club officials, and community and business leaders

SALARY AND BENEFITS:

- Competitive salary based on experience and qualifications
- Paid medical and dental benefits
- IRA Employer Matching Retirement Plan

APPLICATION:

Please email your résumé and a brief cover letter to the Search Committee at

MaineStateGolf@gmail.com. The Search Committee will review all applications in complete confidence.

Position will be open until filled.





"The Experts in the Game and Business of Golf"

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