



**Turtle Creek Club
2 Club Circle
Tequesta, FL 33469**

Job Description

Job Title: Seasonal Teaching Professional
Department: Golf Operations
Reports To: Head Golf Professional
Time Period: November thru April 15

SUMMARY: The Teaching Professional will be an Independent Contractor and will assist with the development and implementation of the golf instruction program at the facility. This position will provide professional instruction including private golf lessons, group clinics and assist with the marketing of new and existing player development programs to the facility's customers and to the community.

ESSENTIAL DUTIES AND RESPONSIBILITIES and other duties as may be assigned related to this position.

- Implement and execute all facets of the golf instruction program
- Research and incorporate state of the art teaching methods
- Custom fit all types of clubs to individual specifications
- Assist with the development of programming designed to attract new and existing golfers
- Assist with the implementation of a men's and women's instructional program; clinics and team clinics, individual lessons, rules and etiquette
- Give personal instruction when not engaged in other aspects of the golf instruction program
- Responsible for accurate recordkeeping of all lesson data including but not limited to bookings, lessons given and remuneration
- Report on instruction program data on a regular basis
- Monitor training aids, video equipment, launch monitors, etc. to ensure all are up-to-date and in good working order

Knowledge, Skills and Traits

- Maintain PGA of America membership in good standing in an active classification
- Fundamental knowledge of the game of golf, rules of golf, golf facility operations and tournament operations
- Fundamental supervisory practices and principles
- Act as a role model for all employees by demonstrating the behavior and work ethic expected of all employees
- Strong organizational, planning and prioritization skills
- Self-motivated with desire to promote and market
- Service and customer focused attitude
- Experienced in written and oral business communications
- Remain up-to-date on customer relationship management tactics and strategies

- Utilize the resources of PGA player development programs such as Get Golf Ready, PGA Sports Academy, Tee it Forward and others
- Experienced computer user including; Microsoft Word and Excel. Proficient in other applications, i.e. email, internet, tournament and database
- Maintain and promote a positive professional image within the community
- Attend conferences, workshops, meetings, and trade shows to keep abreast of marketing and business trends
- Maintain a credible golf game and remain current on teaching innovations