



NYSGA Internship Opportunity

Position: P.J. Boatwright Jr. Internship (through a grant from the United States Golf Association Foundation, Inc.)

Term of Internship: May - October 2010 (5 months)

Office Location: Syracuse, New York

Purpose: To offer a comprehensive introduction and extensive training experience for a qualified intern to prepare for a career in golf administration.

Responsibilities:

- Rules and Competitions
Assist in the administration and organization of all NYSGA championships and qualifiers, on-site tournament coordination, and other miscellaneous support to NYSGA volunteers.
- Communications
Assist in preparation and publication of information to contestants & officials
- Handicapping and Membership
Assist with inquiries regarding handicap information and handicap procedures.
Assist with all aspects of Associate membership program.
Assist Director of Handicapping as needed.
Assist Director of Course Rating as needed, including going on ratings if desired.

Requirements:

- An interest in golf administration as a career.
- A strong background in the game of golf.
- Proficiency with computers, especially Windows XP, Microsoft Office 2007, and Internet Explorer.
- Excellent verbal and written communication skills.
- MUST have own transportation.
- Strong work ethic and a willingness to learn.

Compensation: Salary is \$1,550/month.

Send Resume To: Bill Moore, Executive Director
New York State Golf Association
P.O. Box 15333
Syracuse, NY 13215-0333

Telephone: (888) NYSGA-23
Email: nysga@nysga.org

Application Deadline: March 1, 2010