



**GOLF AND LIFE SKILLS COACH - JOB OPPORTUNITY**

<b>POSITION INFORMATION:</b>	<b>CONTACT INFORMATION:</b>
<b>Title:</b> Golf and Life Skills Coach	<b>Executive Director:</b> Seth Jones – (920) 606-6607
<b>Pay:</b> Negotiable and may vary by experience	Email: TFTNEWED@GMAIL.COM
<b>Number of Positions Available:</b> 1	All applicants are subject to a Criminal background check

**JOB DESCRIPTION:**

The Golf and Life Skills Coach is responsible for working with staff and volunteers to deliver programs to participants between the age of 5-18. The Coach will lead classes using The First Tee Golf and Life Skills Experience, create lesson plans, and implement The First Tee Nine Core Values and Healthy Habits. The Golf and Life Skills Coach reports to the Program Director.

Golf and/or mentoring experience is strongly preferred.

**ORGANIZATION BACKGROUND:**

The First Tee is a 501c3 nonprofit youth development organization introducing the game of golf and its inherent values to young people. Through golf course programs and after school and in school programs, we help shape the lives of young people from all walks of life by reinforcing values like integrity, respect and perseverance through the game of golf. Our research-proven programs are having a positive impact on participants, their families, and their communities.

**POSITION QUALIFICATIONS:**

- Exhibit The First Tee’s 9 Core Values: Honesty, Integrity, Respect, Confidence, Responsibility, Judgment, Courtesy, Perseverance, and Sportsmanship
- Has experience working with or coaching youth
- Energetic and enthusiastic – Able to maintain a positive attitude
- Maintain a professional and cordial attitude towards colleagues, partners, volunteers, participants and their parents

**PRIMARY RESPONSIBILITIES:**

**Programming**

- Be available to coach 10-20 hours per week June - August
- Become a Certified Assistant or Level 1 The First Tee Coach and attend other trainings as needed
- Manage and motivate volunteers
- Be the main point of contact for parents during the months of June – August
- Responsible for coordinating and organizing class rosters
- Assist with parent orientations and maintain communication with parents
- Handle all participants, volunteers, and parents in a polite and courteous manner
- Ensure that classes are set up according to the lesson plan at least 15 minutes prior to the start of the scheduled lesson. This always includes staying after class to clean up
- Aid the Program Director in creating lesson plans
- Be available to conduct in-school and after-school programming October - March

**Self-Management**

- Continuously show initiative
- Timely
- Work effectively with volunteer coaches, course employees, and The First Tee Staff
- Exhibit The First Tee Nine Core Values and Nine Healthy Habits

**Communication**

- Maintain positive, professional, and friendly relationships with parents and participants
- Communicate regularly with Director of Programming and Executive Director
- Communicate regularly with course staff members
- Represent the chapter to the community

**Ability To**

- Provide excellent customer service
- Understand the game of golf, rules and etiquette
- Read, understand, and apply established policies, procedures and practices of The First Tee of NEW
- Make the game of golf fun for youth participants
- Provide a safe environment in all areas

**QUALIFICATIONS:**

- Education: High School Diploma, College Degree preferred
- Preferably have experience in the golf industry
- Personally believes in The First Tee Core Values and mission statement
- Must have excellent communication skills
- Must be organized and self-motivated
- Must be able to work in hot, cold and wet condition
- Preferred working or volunteer experience with children
- Be available to work some nights and weekends

**CRIMINAL BACKGROUND HISTORY CHECK**

In order to perform our due diligence in protecting the wellbeing and safety of the children we serve, The First Tee of Northeast Wisconsin will perform a criminal background check on all employees and volunteers. The First Tee of Northeast Wisconsin deems it necessary and advisable as a matter of policy to reserve the right to disqualify any person who has been charged and convicted of any crime on The First Tee of Northeast Wisconsin's list of disqualifying offenses.

**PLEASE SUBMIT RESUME AND COVER LETTER TO SETH JONES AT [TFTNEWED@GMAIL.COM](mailto:TFTNEWED@GMAIL.COM)**