



Job Description Golf & Life Skills Coach

Chapter Overview

In February 2005, The First Tee of Louisville became the 200th facility of The First Tee at its Annual Meeting at the World Golf Village in St. Augustine, Florida. Our function is to provide Golf and Life Skills to the Participants in our Programs, with the goal of helping them to become contributing members of their communities. Our goal is to inspire as many young people as possible to live the Nine Core Values of The First Tee – Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy, and Judgment.

Mission Statement

To enrich the lives of young people in the Louisville Metropolitan area by providing educational programs and affordable facilities that build character, install positive life skills and promote healthy choice through the game of golf.

Reports to

The Golf & Life Skills Coach reports to the Program Director.

Supervises

Assistant Coach Volunteers

Employment Status

Full – Time

Job Summary

The Golf & Life Skills Coach provides leadership to program and curriculum development, planning, promoting and scheduling instruction in accordance with The First Tee Life Skills Experience. Assist the Program Director with the supervision of daily program operations, course access, facility and fiscal management, policy implementation and safety of all programs operated by The First Tee of Louisville



Roles and Responsibilities

Coaching:

- Develop programs and implement The First Tee Life Skills Education as outlined in The First Tee guidelines

Program Scheduling:

- Coordinate registration, schedules, transportation and lesson plans for clinics and programing
- Implement off-season and supplemental programs
- Create opportunities for participants to play golf outside of regular schedule programming.
- Satisfy equipment needs for the programs, Maintain the quality of equipment and all instructional areas
- Assist in the development/selection of training aids and materials
- Coordinate and schedule Elementary and Middle School for winter School Outreach Program

Management/ Administration:

- Coordinate and communicate with all chapter NSP & D.R.I.V.E. Programs
- Provide recognition and awards for participants

Volunteers:

- Manage and recruit (program) volunteers, mentors, and program interns who will facilitate the delivery of Life Skill Education certification classes
- Develop written roles and responsibilities for volunteer positions
- Tack attendance, report attendance to Program Director and Volunteer Coordinator at the end of each session.

Parents:

- Communicate with parents/participants Through web site, email, telephone and mail
- Provide opportunities to engage parent's in his or her child's learning
- Provide opportunities for participant family members to learn the game of golf

Community/ Network Outreach:

- Network with other Chapter colleagues and exchange best practice ideas
- Develop partnerships with YMCA, Boys & Girls Clubs , schools and other Youth Development Organizations



Public Relations:

- Provide bi-weekly programming “news” to Marketing Manager to be broadcast throughout The First Tee Louisville network; website, press release, newsletter, etc. Should include stories about youth and the coaches/mentors
- In Coronation with Marketing Manager maintain the Programming side of The First Tee Louisville website by keeping content up to date and relevant

Preferred Qualifications

- Bachelor’s Degree in the area of sports administration, business management, education, recreation or related field
- The First Tee Level I Coach or Higher
- Demonstrate exceptional communication, fiscal management and managerial skills
- Charismatic, personable, and motivational in working with youth and volunteers
- Able to travel to attend Academies, Coach Trainings, Regional and Network Meetings
- Knowledge of social networks and advance computer organizational skills

Compensation Package:

- Golf & Life Skills Coach-level salary commensurate with experience, paid holidays and vacation time

Qualified Applicants should submit resume to
D’Shawn Johnson djohnson@thefirstteelouisville.org