



Job Description NJ Program Manager

Chapter Overview

The First Tee of Greater Philadelphia is an international non-profit youth initiative called The First Tee. The First Tee was created in 1997 by the World Golf Foundation to provide young people of all ethnic and economic backgrounds an opportunity to develop, through golf and character education, life-enhancing values such as honesty, integrity and sportsmanship. By engaging young people in a combination of life skills, leadership and golf activities, they also are exposed to positive traits that will help them achieve success in life. In the process, participants become valuable assets to their community. The First Tee Life Skills Experience is the unique component that sets The First Tee apart from many other successful junior golf programs and youth development programs through sport.

Mission Statement

To impact the lives of young people by providing learning facilities and educational programs that promote character development and life enhancing values through the game of golf.

Reports to

The NJ Program Manager reports to the Program Director

Employment Status

Part time/Seasonal

Job Summary

The NJ Program Manager (NJPM) will manage and oversee ALL programs in New Jersey from April to September and will work with schools. The NJPM will instruct our Life Skills Experience (LSE) in schools, golf courses, and after school programs. The NJPM will be the main First Tee representative for NJ (Burlington, Gloucester and Camden Counties).

Roles and Responsibilities

Coaching:

- Must become proficient in the TARGET program and the delivery of PLAYer, Par, Birdie and Eagle levels through The First Tee Coach Program
- Develop programs and implement The First Tee Life Skills Education (LSE) as outlined in The First Tee guidelines
- Coach The First Tee LSE and administer The First Tee Certification process

Programming:

- Instructor for programming in New Jersey
- Help manage registration, schedules and lesson plans for clinics, trainings, and programs with other youth services organizations and schools
- Coach in schools and youth service organization as schedule allows
- Lead Instructor for Camden County Golf Academy with Camden Health and Athletic Association

Preferred Qualifications

- Bachelor's Degree in the area of sports administration, business management, education, recreation, or related field
- At least three years experience as a PGA of America or LPGA teaching professional
- Experience The First Tee Life Skills Education Coach Program
- Demonstrate exceptional communication, fiscal management and managerial skills
- Adhere to the standards of conduct and involvement established by the PGA/LPGA
- Experience in identifying and managing program staff and volunteers
- Charismatic, personable, and motivational in working with youth and volunteers
- Able to travel to attend Academies, Coach Trainings, Regional and Network Meetings