

Position Title: 2021 Summer Programming Intern  
Division/Department: Programs, Admin  
Reports to: Program Director  
Age: 16 or older  
Position Type: Coach  
Location: First Tee — Central Ohio Golf Facilities  
Application deadline: April 2, 2021



#### JOB SUMMARY

First Tee — Central Ohio is a youth development organization that uses the game of golf and its inherent values to shape the lives of young people from all walks of life. We are strengthening the character of the community by providing programs that build resilience in our youth, teach critical life skills, and provide caring adult supervision in a safe environment.

The Summer Interns are responsible for coaching and mentoring young people to become positive role models and active golfers. This objective is achieved by the daily delivery of life skills, golf skills and healthy habits in a safe, fun, and engaging camp setting. These positions help maintain the goals of the organization's strategic plan and may be involved in other TFTCO projects, as needed.

- Teach basic golf skills to athletes ages 5-17 and follow lesson plans to set up fun activities for Campers
- Assist with activity setup and breakdown
- Assist with drop off and pick up process
- Integrate First Tee Nine Core Values and First Tee Nine Healthy Habits with golf skills to guide and coach young people to become future citizens and active golfers
- Supervise and create relationships with dozens of youth in summer camp sessions
- Deliver curriculum and appropriate activities that meet the developmental needs of youth
- Assist First Tee — Central Ohio with any necessary communication among participants, parents, and volunteers
- Show initiative and work effectively with Lead coaches, Volunteer coaches and facility staff
- Collaborate with other interns to complete daily and weekly tasks
- Understand and apply procedures and practices of First Tee — Central Ohio to ensure a safe environment in accordance with the Safe Sport Act and Covid-19 guidelines
- Perform additional responsibilities related to the success of the organization

#### JOB REQUIREMENTS AND QUALIFICATIONS (education and experience)

- High School Student - 16 years old or older
- Must be able to operate a golf cart - Valid Driver's License
- Must have own transportation
- Effective and proactive team communication, facilitation, problem solving, time-management and decision making
- Exemplify good character and reputation that is reflective of First Tee of Central Ohio's Mission
- Desire to mentor youth
- Enthusiastic for an active lifestyle and passion for using sports to teach character enhancing values to children
- Ability to stand for extended periods of time and to lift/move boxes of supplies potentially 30 pounds or more

#### OTHER INFORMATION AND EXPECTATIONS

- Maintains adherence to the organization's policy on confidentiality in all matters regarding personnel, financial, volunteer, and other business information about the organization
- Seeks and participates in continuing education or professional development related to the position, the organization, or both
- Dress Code - No jeans, t-shirts or open toe shoes

#### WORK ENVIRONMENT, TRAVEL AND EXPECTED WORK HOURS

This position will require the individual to travel to First Tee – Central Ohio golf facilities including:

- Blacklick Woods Golf Course - Reynoldsburg, Ohio
- Heritage Golf Club - Hilliard, Ohio
- Oakhaven Golf Course - Delaware, Ohio

Typical days and hours of work are Monday through Friday, 7:00 a.m. to 3:00 p.m. Occasional evening and weekend work may be required as job duties and business demand.

- Hours: 30-40 hours per week, weekend work possible

#### APPLICATION PROCESS

Email a cover letter, resume, and three references (name, contact information, relation to applicant) to Cory Tucker at [ctucker@tftco.org](mailto:ctucker@tftco.org) and Natalie Skelley and [nskelley@tftco.org](mailto:nskelley@tftco.org) by April 2, 2021.

All candidates are subject to a background check

Dates: May 24th - August 6th (Dates may be flexible)

