



## 2022 Summer Internship

### First Tee – Sandhills Overview

We are a youth development organization that enables kids to build the strength of character that empowers them through a lifetime of new challenges. By seamlessly integrating the game of golf with a life skills curriculum, we create active learning experiences that build inner strength, self-confidence, and resilience that kids can carry to everything they do.

### Job Description

Each summer, we invite interns from across the country to experience First Tee through our local chapter's mission, vision and strategic plan. Interns are exposed to a variety of elements of a nonprofit organization, including but not limited to, program organization and structure, marketing, fundraising, and professional development.

The Summer Intern will be responsible for coaching and mentoring young people to become responsible citizens and active golfers through the delivery of daily life skill and golf instruction via summer programs. Individuals should have a strong work ethic and effective communication skills, demonstrate flexibility, show enthusiasm and take initiative. Applicants should be of good character and reputation, and have a desire to carry out the mission of First Tee by mentoring to youth. Previous experience with youth ages 5-12 in a group setting is preferred, and ability to demonstrate patience with new golfers is a must! In return, summer interns will have the opportunity to gain key experiences and grow as future leaders.

*Ability to customize internship experience to meet requirements within most specified majors. Must be reviewed and approved by both FTS and University staff in advance of formally accepting an internship position.*

### Essential Functions

In addition to the areas highlighted in the overall job description, the Intern will perform duties such as:

- **Teaching:** Lead and supervise teaching youth basic golf skills and First Tee's Life Skills Experience curriculum by providing a fun and safe environment during weekly programs geared to participants ages 5 to 12 at green grass and youth center facilities; Interns will spend approximately 50% of the total internship actively involved in outdoor camp operations.
- **Tournament Operations:** Work with First Tee – Sandhills staff and Carolinas Golf Association (CGA) rules officials to conduct up to eight (8) TYGA One Day Junior Tournaments in the Sandhills, while utilizing the Golf Genius platform.
- **Customer Relations:** Show initiative and work efficiently with coaches, volunteers, parents and facility personnel at program locations; Represent the chapter in meetings with school and partner youth personnel; Prepare a presentation to the Board of Directors at the culmination of internship speaking on your experiences and providing a Good, Better, How for future Interns.
- **Special Events:** Support First Tee – Sandhills staff and volunteers in the planning and execution of three (3) fundraising and community awareness initiatives.
- **Marketing:** Opportunities to apply and learn skills through various projects such as face-to-face solicitation, sales pitches, interviews, storytelling and videography; Utilize technology such as YouTube, Animoto, Canva, and social media to develop publishable pieces.
- **Personalized Career Development Projects:** Complete personalized projects to support chapter needs while applying skills relevant to college degree, for example, video-creation shared with volunteers, parents and donors; Virtual content development for integration on social media and email marketing; Program design for specialty classes such as Golf & STEM.

**Start Date:** May 16, 2022      **End Date:** August 12, 2022      (*There is some flexibility with date range*)

**Hours:** 32 – 40 Hours per week; some weekends; time spent in both Moore, Cumberland, and surrounding counties.

### **Additional Requirements**

Interns must be able to lift up to 25lbs, be on their feet for the duration of 4-hour camps, and work in outdoor, summer weather conditions. All candidates are subject to a background check and drug screening.

### **Intern Housing and Transportation**

FTS will work with local realtor to secure affordable, furnished, coed intern housing in the Pinehurst area. Interns must have reliable personal transportation, as schedules will require varying commutes from 5 to 60 miles one-way.

### **FTS Intern Perks**

- Hourly pay
- Staff clothing
- Business travel mileage reimbursement
- \$50/month cell phone stipend
- \$100/month housing stipend
- Unique opportunities to network with industry leaders

### **How to Apply**

Applications must be submitted in .pdf format. To be considered, they must include the following:

- Cover Letter
- Resume
- Three (3) references with a direct tie to experiences on your resume from the last two (2) years. References may not be family members or fellow college students. Please include the following for each reference: Full Name, resume experience of association, best phone number, and email address.

### **Contact Information**

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