



PGA
Michigan Section

- Position Available:** **Michigan PGA Section Tournament Intern**
Michigan Section PGA
P.O. Box 4399
East Lansing, MI 48826
- Application Deadline:** December 6, 2022
- Immediate Supervisor:** Director of Tournament Operations
- Overview:** This internship with the Michigan PGA Section would run from approximately May 30 - August 26. The position would be the lead assistant to the Director of Tournament Operations in the running of approximately 15 Michigan PGA Section events including the Michigan Open Championship, Women's Open Championship, PGA Tour Rocket Mortgage Qualifiers and many more professional events. This position would also be heavily involved in assisting the Player Development Coordinator in the running of the Sections Junior Golf activities including Drive, Chip and Putt events, the Junior PGA Championship as well as PGA Junior League Championships.
- Job Duties:** Assist Tournament Supervisor in all aspects of the tournament program for the Michigan Section PGA. Assist with administering the Drive, Chip, & Putt qualifiers, PGA Jr. League State Championship & Section Tournaments around Michigan. Duties include facility set up, data entry, processing pairings, cart signs, scorecards, player memos, prize distributions, results, website maintenance, etc. Responsible for onsite tournament office setup, oversee rules officials, player registration, starting, scoring, monitoring pace of play, etc.
- Qualifications:** Knowledge of tournament golf & the Rules of Golf
Aspiration to work in the golf or sports industry
Working knowledge of computers and software applications
Willing to travel extensively throughout Michigan
Flexibility for work schedule including weekends and long hours
Strong interpersonal and public relations skills
Highly motivated team orientated individual willing to learn
- Compensation:** Approx... \$\$9.65/hour plus overtime, or higher if minimum wage is increased
Travel expenses reimbursed
Time to practice and play golf
- Internship Start Date:** May 30, 2022
- Apply:** Please apply by emailing your resume to Justin Phillips at jphillips@michiganpga.com.