



About Alberta Golf

Alberta Golf is the provincial governing body of golf in Alberta, a not-for-profit organization comprised of 56,000 members. Alberta Golf works collaboratively with Golf Canada, the National Sport Organization, to ensure golf remains the number one recreational activity in Canada. Alberta Golf preserves the integrity of the game of golf at more than two hundred golf courses in the province and promotes the sport for enjoyment by all golfers.

Assistant, Competitions & Junior Golf

Alberta Golf is currently looking for an individual to support provincial championships and junior golf tournaments throughout the province between May 1 and August 31, assisting our competitions staff in performing the following duties:

- Advanced competition preparation (player confirmation, draws, scorecards)
- Onsite setup and takedown of equipment (office supplies, tents, banners etc.)
- Player registration, starting, pace of play, scoring and prizes
- Onsite social media and communications
- Photos and event recaps for communication purposes

Qualifications: Complete training is provided, and the successful candidate is expected to have a considerable golf knowledge. It is imperative during the interview process for the candidate to demonstrate their approach to teamwork in providing best-in-class customer service.

Type of position:	4-month seasonal contract (May 1 to August 31)
Hours of Work:	Approximately 35 hours per week, Monday to Friday.
Location of Work:	Access to the office is provided during regular office hours (8:30am to 4:30pm). There are extensive travel requirements to various golf tournaments throughout the province, coordinated using Alberta Golf vehicles as part of a team.
Compensation:	\$3,000 per month plus travel and meal expenses. A clothing allowance of \$300 is also provided.
Reports to:	Manager, Competitions & Junior Golf
Deadline for Applications:	March 15, 2024
Resumes can be sent to:	John Deneer, Director – Competitions & Athlete Development john@albertagolf.org

Committed to attracting and retaining diverse employees, Alberta Golf will honour your experiences, perspectives and unique identity. Together, we strive to create and maintain a working environment that is welcoming and promotes diversity of thought, inclusivity and equity.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.