



## **JOB NOTIFICATION**

**Tournament Intern**  
**9-10 Positions Available**  
*(3 month position)*



### **REQUIREMENTS:**

Interest in pursuing a career in golf and/or event planning  
Good understanding of the Rules of Golf  
Strong verbal skills  
Organizational skills  
Desire to travel  
Reliable transportation

### **DUTIES:**

Administer golf tournaments for the Indiana Golf Association, Indiana Section PGA and Indiana Women's Golf Association, Junior Program under the Indiana Golf Foundation  
Assist Tournament Directors with all aspects of organizing and planning summer tournaments  
Assist with golf course set-up at tournaments  
Act as rules official and ranger at all tournaments  
Office administrative assistance when needed  
Assist at Drive, Chip, Putt Events

### **WORK SCHEDULE:**

Employment Dates: May to August  
Five to six days per week  
Average work week 45+ hours.

### **COMPENSATION:**

Hourly plus overtime  
Food Per Diem  
Mileage & lodging for tournaments are paid for

### **GENERAL INFORMATION:**

Indiana Golf is headquarters to four golf related not for profits including the Indiana Golf Association, which is the governing body of amateur golf in Indiana; the Indiana Women's Golf Association, serving women golfers with tournaments for all skill levels; the Indiana Section PGA, which provides membership and employment services to PGA Members and Associates; and the Indiana Golf Foundation whose focus is on junior golf related programs including the First Tee-Indiana, which is a national youth development organization. Overall, our goal is to be the vital hub for golf in Indiana, promoting and growing the game.

### **SUBMIT RESUME and ONE REFERENCE to:**

Todd DeHaven, [tdehaven@indianagolf.org](mailto:tdehaven@indianagolf.org)

**We will start the interviewing process in early November and fill the positions as soon as possible. Last date for resumes is December 1. Positions may be filled prior to December 1st, 2023.**

