



JOB TITLE: Golf Coordinator

LOCATION: Anaheim, California

STATUS: Full Time – Nonexempt (paid vacation, benefits)

ORGANIZATION:

For 25 years, TGR Foundation has worked to create a world where opportunity is universal and potential is limitless. With an unwavering commitment to impact underserved youth, its mission is to empower students to pursue their passions through education. Through innovative STEM coursework, college-access programs, digital platforms and educator professional development, TGR Foundation provides resources and support to help youth connect their passions to their purpose. Since its launch in 1996, TGR Foundation's education and outreach programs have reached two million youth worldwide.

JOB SUMMARY:

The TGR Learning Lab (TGR LL) Golf and Recreation, Coordinator reports to the Director of Golf and Recreation and will be responsible for developing and maintaining operational excellence with stakeholders. Our golf facility provides golf instruction year-round for students 5-18 years old. The individual selected will assume the position of a TGR Learning Lab Golf and Recreation Coordinator and maintain quality and growth of the golf instructional program, Player Development Program as well as related duties associated with the golf and recreation program growth and development and support additional Foundation junior golf initiatives throughout the year.

RESPONSIBILITIES:

- Maintains and models high standards of behavior and performance while working with youth ages 5 –18;
- Implements innovative TGR LL golf curricula;
- Designs and leads group golf class for students in grades 7-12 after-school four times per school year, weekend golf clinics and weekly summer golf classes;
- Designs and facilitates a wide range of in-person and virtual instructional activities, materials, and strategies for golf-related workshops to use with small and large groups;
- Manages, maintains, and tracks SCGA Junior Pass memberships and participation;
- Identifies new opportunities for participants to grow their involvement in junior golf programs, and access to local courses;
- Supports and assists Director of Golf and Recreation in the maintenance of the year-round Saturday Player Development Program;
- Supports and assists Director of Golf and Recreation in the coordination and implementation of junior golf tournaments, golf outings and special events;



- Supports the execution and growth of Foundation/TGR Live Junior golf initiatives such as TGR Junior Invitational and The Genesis Invitational Tee of for Youth programming but not limited to;
- Communicates directly with parents/guardians on a regular basis;
- Some travel may be required;
- Other duties as assigned.

EDUCATION, EXPERIENCE & SKILLS REQUIRED:

- Ability to work 40 hours a week, 5 days a week Monday – Saturday. Hours during the week will be 9:00 a.m. – 6:00 p.m. and Saturdays 8:00 a.m. – 5:00 p.m.;
- Prior golf experience working with junior instruction, coaching and tournaments;
- Valid California Driver's License in good standing;
- Willing to be part of an innovative movement of the development of underserved youth using golf as a vehicle to inspire, motivate and mentor youth to find a passion;
- Ability to integrate technology to implement new golf curriculum, lesson plans and activities;
- Strong interpersonal, presentation, and verbal/written communication skills;
- Promotes collaborative planning and innovative thinking;
- Ability to work as a team and in a fast-paced environment;
- Proficient computer skills and GHIN handicap program;

TO APPLY

Please submit the following materials to Yvonne Tello at ytello@tgrfoundation.org

- Cover letter
- Resume
- No phone calls please.

The TGR Foundation is proud to be an Equal Opportunity Employer.

This job description is illustrative of duties typically performed by this job. It is not intended to be an exhaustive listing of each, and every job responsibility. Because job content may change from time to time, the management reserves the right to add and/or delete job responsibilities from this position at any time.