first tee
louisville

Bobby Nichols
GOLF COURSE
EST. 1965

Job Description
Head Golf Professional

Chapter Overview

In February 2005, First Tee - Louisville became the 200th facility of First Tee at its Annual Meeting at the World Golf Village in St. Augustine, Florida. Our function is to provide Golf and Life Skills to the Participants in our Programs, with the goal of helping them to become contributing members of their communities. Our goal is to inspire as many young people as possible to live the Nine Core Values of First Tee – Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy, and Judgment.

Mission Statement

To enrich the lives of young people in the Louisville Metropolitan area by providing educational programs and affordable facilities that build character, install positive life skills and promote healthy choice through the game of golf.

Course Overview

This beautiful 9-hole course is named for Louisvillian and PGA professional Bobby Nichols. It has rolling terrain with tree-lined fairways and large, bunkered greens. The course tests your proficiency with irons and rewards a straight tee shot (as Nichols Creek is in play on eight holes). It is located in Waverly Park, which has an archery range, fishing lake, and hiking/mountain biking trails for family activities. The city of Louisville and First Tee - Louisville entered a partnership in March of 2022 for First Tee - Louisville to operate the facility.

Reports to

The Head Golf Professional reports to the Director of Golf.

Supervises

The Head Golf Professional supervises all Bobby Nichols Golf Course pro shop staff and outside operations staff.

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Employment Status

Full – Time.

Job Summary

The Head Golf Professional promotes the game of golf through careful development of an operational structure and programs that provides an exceptional experience for our customers. Success in this role will be measured by growth in rounds and revenue and in providing the highest quality service standards for guests.

The Head Golf Professional must have excellent interpersonal skills, as he/she serves as the primary liaison with the local Men's and Ladies clubs and as coordinator of player development programs.

Responsible for the hiring, training, and development of course staff and for promoting culture. The Head Golf professional manages the facility day to day operations as well as events and tournaments hosted at the facility. In conjunction with First Tee - Louisville Director of Golf creates a plan for increased Golf revenue sales, develops and executes marketing and business plans.

Roles and Responsibilities

- Training and supervision of staff including outside operations personnel
- Implementation of policies and procedures
- Oversee all golf services and operations
- Oversee the electronic tee sheet reservation system (Proshop Tee Times), starting, and monitoring of play
- Oversee the administration of the handicap program
- Assist in enforcement of all rules and regulations governing golf course usage and course and city policies
- Assist in the development of an innovative tournament program that services all customer segments
- Directly manages all customer and outside golf events and leagues
- Maintains close working relationship with the Superintendent and other First Tee - Louisville staff to ensure that goals are achieved
- Manages the payroll and ensures that expense objectives are met for golf shop personnel along with outside services personnel
- Assists in the establishment of sales goals and forecasts for all golf programs and services, monitor and analyze reports
- Oversee cash and systems controls to ensure the safekeeping of assets, ensuring that daily bookkeeping procedures and city requirements are adhered to
- Responsible for keeping food and beverage fully stocked and ordering for day to day needs

- Works closely with Director of Golf to ensure pro shop is fully stocked with merchandise and facility is working with preferred vendors
- Oversee and approve all weekly golf staff timesheets/payroll and directly manages the scheduling of the golf shop personnel and outside services personnel

Preferred Qualifications

- Bachelor's Degree in the area of sports administration, business management, education, recreation or related field.
- Pursuing PGA/LPGA membership
- Demonstrate exceptional communication, fiscal management and managerial skills
- Highly organized and detail oriented
- Adhere to the standards of conduct and involvement established by the PGA/LPGA
- Experience in identifying and managing staff
- Charismatic, personable, and motivational in working with youth and volunteers
- Knowledge of social networks and advanced computer organizational skills .
- Must be flexible as schedule demands include weekends, holidays, and/or evenings
- Successfully pass background check

Compensation Package

- Head Golf Professional Compensation Package
- PGA Dues to be paid by facility
- 401k match up to 3%
- Healthcare including dental and vision
- Discounted merchandise
- Branded gear
- Vacation - 2 weeks paid after first year of employment
- Meals free while on duty
- Continuing education allowance

Qualified Applicants should submit resume to
Blake Hardesty, PGA at **bhardesty@firstteelouisville.org**