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## WEE BURN COUNTRY CLUB

### FACILITY DESCRIPTION

Wee Burn Country Club is an exclusive private club located 50 minutes outside New York City in Darien, CT. Wee Burn Country Club boasts an 18 hole golf course, newly renovated driving range and a three hole short game facility. The golf course was ranked #4 Best-In-State by Golf Digest in 2020. Annual rounds are approximately 20,500. The club professionals compete in the Metropolitan Section of the PGA. In addition, Wee Burn facilities include a Trackman indoor golf studio with SAM PuttLab analysis, tennis, platform tennis, bowling, skeet shooting, and a Beach Club located on the Long Island Sound.

### JOB DESCRIPTION: ASSISTANT GOLF PROFESSIONAL

**SUMMARY:** Seeking a LPGA preferred professional to assist the Head Professional with daily duties, as well as the duties and responsibilities listed below.

- To spread hospitality and goodwill amongst all members and guests.
- To promote and stimulate the game of golf at Wee Burn.
- To assist members and guests as needed and with all requests.
- Perform duties in accordance with the policies and procedures as outlined by the Head Professional.
- Exceed member expectation with customer service.
- Understand and administer the club rules and policies.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Include the following. Other duties may be assigned.

- Administration of the ladies 9 and 18 hole tournament programs. Participate on both Ladies 9 and Ladies 18 Golf Committee's. Coordinate all pertinent information with the Greens and Grounds staff.
- Prepare and promote member ladies' events using the club website and email communications, including weekly results.
- Write instruction articles for the club newsletter or videos for the club website.
- Lead or assist with Junior Golf (spring, summer and fall sessions).
- Golf instruction: Individual lesson, clinics, and golf schools.
- Organize instructional training sessions for all staff members.
- Clubfitting of students using vendor fit carts and Trackman launch monitor.
- Responsible for one hard good and one soft goods vendor. This will entail inventory and confirmation for accounts payable.
- Assist soft and hard goods check-in when available. Individuals will be scheduled for 6-8 hours of pro shop time per week.
- Assist golf staff with the Annual Member-Guest and Member-Member tournaments.
- Play golf with the membership, including the season long Play with the Pro, and to work on your personal game as time permits.
- Promote oneself, the club and golf staff appropriately on social media.

**SAM WILEY ~ PGA PROFESSIONAL**

410 HOLLOW TREE RIDGE ROAD, DARIEN, CT 06820 • (203) 655-2929 • FAX (203) 655-8278

## **GENERAL:**

- Attendance at all staff meetings.
- Encouraged to provide new and fresh ideas.
- Golf operation cleanliness.

## **STANDARDS:**

- To maintain a neat and clean appearance at all times. Golf slacks, skorts, shorts and shirts must always be pressed.
- Wear staff uniforms and clothing as scheduled.

## **WHAT YOU CAN EXPECT FROM ME:**

- A willingness to do anything to help you professionally.
- A proven track record of career advancement for staff members.
- An outstanding work and learning environment.
- Encouragement to participate in tournament golf.
- A management style that understands that there is life beyond work. All staff members are encouraged to take up to a week off in August or September.

## **COMPENSATION and BENEFITS:**

COMPENSATION: Seasonal position from mid-March through mid-October. There is the possibility of flexible start date based on the candidate. The work week is typically 48-55 hours with time and a half paid for hours over 40. Individual lessons will be based on the candidate's teaching ability and from the relationships formed around the club and on the course.

- Wages depending on weeks worked will range from \$25,000-\$27,000
- Lessons, including junior golf, will range from \$30,000-\$45,000
- Housing, education, and tournament allowance will range from \$5000-\$5,500
- Total compensation will range from \$60,000-\$77,000

BENEFITS: Playing and practice privileges, 401K after one year, meals, staff clothing, and holiday bonus. Candidates will receive single health insurance seasonally. During the offseason health insurance would be offered by Wee Burn but candidates would need to confirm pricing with the Accounting Department.

## **EMAIL COVER LETTER AND RESUME TO:**

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Deadline for resumes is November 22<sup>nd</sup>, 2020