



PGA

Southern Texas Section



PGA

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Junior Golf

Southern Texas PGA 3-month Media Internship

Background Information:

The Southern Texas Section of the PGA of America is comprised of over 800 golf professionals representing over 200 facilities in Southern Texas. The purpose of our organization is to promote enjoyment and involvement in the game of golf, and to contribute to its growth by providing services to golf professionals and the golf industry.

One of the largest parts of the STPGA is its Junior Golf Program, with over 3,400 junior members and over 350 tournaments a year. This program entails tournaments for the beginner golfer all the way to the highly skilled high school golfer.

Internship Overview:

This **3-month internship** opportunity is focused around communication and media for the STPGA Junior Golf Program. It will entail being on-site at tournaments, updating our junior golf website, making highlight and promotional videos, writing press releases, and other areas of the operation that need assistance. The STPGA runs tournaments all across the southern part of Texas for juniors ages 6-18. This internship may cover a few of the STPGA Professional events where our PGA Professionals participate in tournaments.

This is a full-time job with a minimum of a 40 hour work week. This paid internship will have required weekend work and ground travel will be involved. The intern will be given a month by month schedule of the 3-months upon arrival.

Start and End Date:

The STPGA would like to have this intern commence his internship on or around May 15 and would run through the STPGA Junior Championship which ends on August 15.

Job Responsibilities – Operations:

- Photographing and videoing events to create highlight videos and photo albums to post on social media
- Interview juniors, parents, and PGA Professionals
- Work with our Communication Manager on social media from facebook to twitter to instagram
- Update and maintain our junior golf website with guidance from our Communication Manager
- Write and publish press releases following junior golf events
- Occasionally assist the operation team with starting, scoring, and being a rules official during a tournament
- Provide quality customer service for PGA members and junior golf members when they call the office
- Assist with standard operations in the office from mailings to inventory control
- Assist with Drive, Chip, and Putt qualifiers

Qualifications

- Ability to operate a video camera and audio equipment
- Excellent verbal and written communication skills
- Ability to make highlight videos using Apple based products
- Graphic design skills a plus
- Must be willing to learn and take initiative

- Strong work ethic and enjoys working with juniors ages 6-18
- Intermediate computer skills - Excel, Outlook, PowerPoint, and Word
- Energetic and outgoing – willing to communicate with parents and members
- Must be able to lift 50 pounds and work outside during the summer

Compensation and Benefits:

- \$7.50 an hour
- All travel expenses paid
- STPGA staff apparel and uniforms
- Access to STPGA Golf Facilities
- STPGA will work with you on housing if needed.

Application Information and Deadline:

Please send cover letter and resume via email or mail to:

Andrew Gridley
agridley@pgahq.com
Junior Golf Manager

Southern Texas PGA
Attn: Andrew Gridley
21604 Cypresswood Dr.
Spring, TX 77373

The STPGA will be taking applications until the position is filled. Our goal is to hire someone by the middle of February.