



Miskanaw Golf Club features a contemporary and challenging 18-hole course nestled amongst a backdrop of boreal forest and the Athabasca and Clearwater rivers. The Miskanaw Golf Club is one of the founding amenities of MacDonald Island Park and remains a classic treasure of the Wood Buffalo community. Whether you're from around these parts or you are looking to make your way here, you'll find Fort McMurray Wood Buffalo to be very welcoming. From small communities surrounded by nature to living large in the city. You can explore the amazing communities that are a part of Wood Buffalo [here](#)

Are you ready to join a dynamic team who individually and collectively are inspiring Wood Buffalo to ***gather, play and connect?***

If you believe in community, if you are highly motivated with a strong passion for delivering outstanding customer service and growing the game of golf then come and be a part of our team here at Miskanaw Golf Club!

Guided by our values: ***Safety, Collaboration, Innovation, Sustainability, and Diversity***, we're more than a workplace; we're a team committed to growth, excellence, and impact. We're proud to foster a culture built on equity, inclusion, diversity, and belonging, where every member of our team is supported and empowered to succeed.

If you believe in community, are motivated by service, and have a true passion for golf, this is your chance to make an impact where sport, story, and connection meet. This is more than a job, it's your chance to shape experiences, inspire players, and grow the game. Apply now and be part of the team where sport, story, and community connect.

Employee Status: Regular Full Time

Target Start Date: January 19, 2026

Salary: \$61,000

Company: Regional Recreation Corporation of Wood Buffalo

Department: Golf & Grounds

Location: Fort McMurray, Alberta

We Offer Great Benefits & Perks – We Take Care of Our People

- Cost of Living Allowance
- Vacation days, Earned Time Off and Personal Leave Days as we believe in having a work life balance.
- Relocation Assistance if eligible
- Comprehensive Health, Vision & Dental Package
- RRSP Options
- Excellent Teaching and Clinic Opportunities
- Cell Phone Allowance
- PGA of Canada Dues Allowance
- Professional Development Allowance

- Employee Assistance Program
- Development Opportunities
- Membership Credit
- Team Celebrations
- Recognition Programs
- Staff Discounts

YOUR ROLE

The PGA of Alberta Assistant Professional reports to the PGA of Alberta Head Professional carrying out the day-to-day responsibilities of the Golf department. The PGA of Alberta Assistant Professional will demonstrate excellent communication skills, leadership, and the ability to execute all duties laid out at Miskanaw. This position is integral in the maintenance and administration of daily inventory management and daily pro shop duties.

RESPONSIBILITIES

- Assists in scheduling and administration of all internal and private events and functions at the Golf Club.
- Assists in organizing tournaments and assigns various duties for coordinating club and private events.
- Supervises and sets goals for back shop and pro shop.
- Liaises with club members, golf professionals, guests, and staff.
- Coordinates and conducts club events, tournaments and other member events as required.
- Generates sales and inventory regularly for the Golf Department and provides accurate and timely reports for Head Golf Professional.
- Designs, formats, and instructs Junior golf lessons.
- Sanitizes and maintains a clean pro shop and back shop area.
- Provides specialized fitting of equipment.
- Experienced golf instructor with elevated level of self-motivation to grow our clientele base
- Maintains the golf cart fleet, keeping them clean, fueled and has an organized system with mechanics to keep them in good working order.
- Assists in preparing pro shop and back shop for spring opening and fall closing.
- Ensures that all product costs are netted down to continue to maximize profit.
- Maintains and acquires full product knowledge of inventory in Pro shop.
- Performs all other related duties as assigned.

QUALIFICATIONS: Education & Experience

- High School Diploma or GED equivalent
- PGA of Canada certification and member in good standing.
- One (1) year of previous work experience as back shop or pro shop position.
- For teaching, must complete all required PGA of Canada workshops and educational requirements.
- 2+ years' Experience in trackman or other golf teaching software's

QUALIFICATIONS: Knowledge, Skills & Abilities

- Strong organizational and time management skills.
- Intermediate/advanced understanding of golf and its rules.
- Excellent verbal and written communication skills.

- Proficient in computer applications, specifically Excel, and proficient use of Point of Sale (POS) Systems.
- Ability to multitask and work independently.
- Excellent customer service skills.
- Any custom club fitting, club repair, instructional seminars.

OTHER REQUIREMENTS

- This position may require travel between our various facilities within the Wood Buffalo Region. Access to reliable transportation is necessary.
- Valid Class 5 Driver's License Required.
- Provide a Criminal Record Check with vulnerable sector check for review and acceptance.

WORKING CONDITIONS

- This position requires a flexible schedule including statutory holidays, early morning, late night, and weekend work. Hours of work will vary based on business needs and golf course requirements.
- Job involves working under variable temperature conditions and noise levels, in indoor and outdoor settings.
- This position may include heavy lifting of supplies and equipment up to 50 lbs.
- This position requires use of standard office and golf equipment.

SAFETY

All employees are responsible and accountable for Regional Recreation Corporation's health and safety policy. All employees at every level should be familiar with the requirements of the Alberta Occupational Health and Safety legislation as it relates to their work processes.

The employee is expected to adhere to all company policies and to act as a role model in the adherence to policies. These statements are intended to describe the general nature and level of work involved for this job. It is not an exhaustive list of all responsibilities, duties and skills required of this job.

We would like to thank all applicants in advance for submitting their resumes. Please note, only those candidates chosen to continue through the selection process will be contacted.

The RRC is an equal opportunity employer and values diversity, equity, and inclusion. We will gladly provide accommodations upon request for applicants with any barriers and/or disabilities during the recruitment process. We appreciate all candidates who apply for this position; though only those selected for an interview will be contacted.

Contact Information

Please submit your resumes and apply here: [**PGA of Alberta Assistant Professional**](#)

For further information about the role please contact Chris McKenzie, chris.mckenzie@rrcwb.ca, 780-598-4364.