

Assistant Tournament Director — Alberta

Maple Leaf Junior Tour (MJT)

Location: Alberta, Canada

Position: Assistant Tournament Director

Employment: Seasonal / Part-Time, with potential for expanded responsibilities

Travel: Required throughout Alberta during the tournament season

The **Maple Leaf Junior Tour (MJT)** is Canada's largest junior golf tour, providing competitive tournament opportunities and developmental pathways for junior golfers across the country.

We are looking for an enthusiastic, organized and professional **Assistant Tournament Director** to join our Alberta team and help deliver exceptional tournament experiences for junior golfers and their families.

This is an excellent opportunity for someone who is passionate about **golf, junior development, event management and working with young athletes.**

The Role

The Assistant Tournament Director will work closely with the Tournament Director to coordinate and execute MJT events throughout Alberta. This is a hands-on position that requires someone who is comfortable working in a fast-paced tournament environment and interacting with players, parents, golf courses and MJT staff.

Key Responsibilities

- Assist with the preparation and execution of MJT tournaments throughout Alberta
- Help coordinate player registration, check-in and tournament administration
- Support scoring, leaderboards, tee sheets and tournament communications
- Assist with rules situations and on-course player support
- Help ensure tournaments run on schedule and according to MJT standards
- Communicate professionally with junior golfers, parents, coaches and golf course staff
- Assist with player awards, presentations and tournament wrap-up
- Help manage tournament equipment, signage and supplies
- Capture photos, videos and social media content when required
- Assist with MJT promotional initiatives and sponsor activations
- Travel to various Alberta golf courses for tournaments
- Represent the MJT brand in a professional and positive manner
- Perform other tournament and administrative duties as required

The Ideal Candidate

We are looking for someone who is:

- Passionate about golf and junior golf development
- Organized, reliable and highly detail-oriented
- Comfortable working with children, teenagers and parents

- Confident communicating with a wide range of people
- Professional and positive under pressure
- Comfortable making decisions and solving problems independently
- Able to work long tournament days, including weekends
- Willing and able to travel throughout Alberta
- Comfortable using technology, scoring systems and social media
- Previous tournament, golf operations, coaching or event-management experience is an asset, not required
- Knowledge of the **Rules of Golf** is an asset, not required
- First Aid/CPR certification is an asset, not required

What We Offer

- The opportunity to work with one of Canada's leading junior golf organizations
- Hands-on experience in competitive junior golf and tournament operations
- A fun, energetic and team-oriented working environment
- Opportunities to develop experience in tournament management, golf operations, marketing and athlete development
- The opportunity to build relationships with junior golfers, families, coaches and golf industry professionals

Who Should Apply?

This position could be a great fit for:

Golf professionals • University/college golf students • Former competitive golfers • Junior golf coaches • Golf operations staff • Event-management professionals • Teachers/educators • Retired or semi-retired golf professionals

Most importantly, we're looking for someone who **loves golf, enjoys working with junior athletes and takes pride in creating an outstanding tournament experience.**

Interested?

If you're organized, energetic and passionate about junior golf, we'd love to hear from you.

Please submit a resume and brief cover letter outlining your golf background, relevant experience and why you'd be a great fit for the Maple Leaf Junior Tour.

Maple Leaf Junior Tour — Developing Canada's Future Champions.

Contact:

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