



Coyote Creek Golf & RV Resort Inc.
CAREER OPPORTUNITY
Director of Golf

Coyote Creek Golf & RV Resort Inc. is located just west of Sundre, AB in the shadows of the Canadian Rockies.

Coyote Creek Golf & RV Resort Inc. has become the Golf and RV enthusiasts' destination of choice. The golf course features 18 Championship holes, complete with practice facilities including driving range, chipping area and putting green. The golf course has hosted several PGA of Alberta and Alberta Golf Championships.

Coyote Creek Golf & RV Resort Inc. is currently seeking the services of a Director of Golf for the 2023 Golf Season and beyond.

The successful applicant will be responsible for all Golf operations and overseeing the Food & Beverage operation. The Director of Golf will report directly to the General Manager.

Detailed Responsibilities

- Ensuring that all golf operations and activities are operated within the approved budget established by the Ownership.
- Providing management and administrative duties in respect to all business and accounting functions of the Club as required.
- Responsibility for the delivery of all golfing operations including but not limited to membership, tee sheet management and golf cart rentals.
- Marketing, scheduling and managing all golf club activities, leagues, and tournaments as required.
- Ensuring the enforcement of all golf policies, rules, and regulations for golfers.
- Developing, implementing, and maintaining exceptional guest service standards.
- Coordinating the purchase and resale of pro shop merchandise within the inventory constraints mandated by the ownership.
- Developing and implementing a grow the game initiative including Junior program, adult lesson program and other golf promotion events.
- Recruiting, hiring, training, and scheduling golf operations staff while fostering a positive work environment with polite and respectful staff.
- Participation in daily operations as required to support the team.
- Implementing and managing the POS system for all golf operation sales to ensure accurate financial accounting.
- Cooperating as a professional resource to the GM and assisting with development of budgets and policies.

Qualifications

- PGA of Canada, Class "A" member in good standing or an individual with golf course experience. Minimum of five years' experience preferred.
- Experience with Tee-on POS an asset
- Proficient in Microsoft Office, and related industry software including Golf Canada and Golf Genius
- A leader with strong business acumen and desire to provide exceptional customer service
- A natural drive for excellence.

Compensation

- Salary will be determined based on experience and education
- Salary range \$5500.00 to \$6500.00 per month

Employment Duration

- Full-time permanent

Contact Information

If this sounds like the job you've been waiting for and you've got the skills and experience to make it a perfect fit, we want to hear from you soon!

We will be accepting cover letters and resumes (preferably as one document) immediately, and beginning the interview process directly, so please don't hesitate.

Please send a cover letter and resume to: coyoteop@telus.net

Attention: Bruce Johnson, General Manager

Only successful candidates will be contacted for the interview process, we thank you in advance for your interest in this position.

Application deadline: February 15, 2023