



River Bend Golf and Recreation Society are seeking a year-round Head Professional to oversee 18-Hole Golf Course, 9-Hole Mini-Links and Driving Range/Practice Facility.

Position commences: March 1, 2019

Responsibilities:

1. Reports to the General Manager
2. Supervises one permanent and approximately 20 seasonal part-time employees. Duties include ensuring that staff provides excellent customer service, conveying an image that reflects the high standards of the entire property.
3. Oversees and maintains the highest standards in the following aspects of the operation:
 - a. Pro Shop Inventory Management.
 - b. Ensures top-tier Customer Service while maximizing profitability.
 - c. Works closely with other departments to ensure harmony and efficiencies in property operations.
 - d. Oversees and promotes Junior Golf Program, Leagues, and Tournaments.
4. The Head Professional will work with the GM in developing annual operating and capital budgets for their department.
5. Participates with the Board Committee in review and development of policies and procedures as required.
6. Produces regular reports on Inventory, Course Usage, Financial Performance, Marketing Activity, and Human Resources.
7. Marketing and promotion of the property
8. Ensure standards are met/exceeded at all times.

Qualifications:

1. PGA of Canada Class A Head Professional
2. Bondable
3. Minimum 3 years in Head Professional position or 5 years as Associate Professional Position.
4. Experience in providing excellent customer service.
5. Demonstrates continuous learning.
6. IT proficient. Working knowledge of Microsoft Software, Chrono Golf, Social Media and Web Page Management.
7. Strong managerial, leadership, promotional and human resource skills to promote the entire facility and motivate, direct and lead a customer service orientated team.

Compensation:

Salary to be negotiated but expected to be in the range of \$55,00 to \$70,000 plus Group Benefits, RRSP, Meal, Clothing and Education Allowances, and Professional Fees

Please forward applications to River Bend Golf and Recreation Society, Human Resources Committee, via email to rlewchuk@telus.net.

We thank you for your interest in the position. Only candidates selected for the interview will be contacted.