

2023 Assistant Golf Professional Metamora Fields Golf Clubs

Course Description

Metamora Fields Golf Club in Metamora, Illinois, offers a comprehensive and inviting experience that caters to a wide range of interests and needs. Positioned conveniently just outside of Peoria and approximately a 2-hour drive from Chicago, it presents an accessible destination for both local and visiting guests. Here's a closer look at what makes Metamora Fields a standout venue.

The centerpiece of Metamora Fields is its championship golf course, designed to challenge and delight golfers of all skill levels. With meticulously maintained fairways and greens, the course provides a scenic and enjoyable round of golf. The design likely takes advantage of the natural landscape, offering a blend of aesthetic beauty and strategic play.

Metamora Fields aims to offer an inclusive and enjoyable experience for everyone, whether they're there for golf, dining, social events, or as part of the residential community. The emphasis on quality, atmosphere, and community engagement makes it a distinguished destination in the region.

Experience Requirements:

Minimum 1 year of experience in Golf Business
Knowledge of Golf Operations and Outing Operations
Proficiency in Computer Skills (Word, Excel, E-Mail, and Internet)

Daily Opening and Closing of Golf Shop

- Responsible for the start-up and shutdown procedures of the golf shop, ensuring everything is prepared for the day's operations and securely closed at the end of the day.
- Manage inventory, presentation, and readiness of the shop for customers.

Registration of Members and Guests

- Greet and register members and guests upon arrival, providing a warm welcome and any necessary information for their visit.
- Handle reservations, check-ins, and any special requests or accommodations.

Assist with the Operations of Golf Outings/Tournaments

- Support in planning, organizing, and executing golf outings and tournaments, ensuring a smooth and enjoyable experience for participants.
- Coordinate with various departments for logistics, catering, and scheduling.

Scheduling Outside Golf Staff

- Create and manage schedules for outside golf staff such as caddies, starters, and course marshals, ensuring adequate coverage and efficient operations.

Schedule Inside Golf Staff

- Manage the rota for inside staff, including those in the golf shop and administrative roles, to maintain optimal service levels and operational efficiency.

Assume Manager Responsibilities in Absence of Director of Golf

- Act as the point of contact and decision-maker in the absence of the Director of Golf, ensuring the continuity of operations and addressing any issues that arise.

Provide Highest Quality of Customer Service

- Uphold and exceed customer service standards, ensuring all members and guests have an exceptional experience at the golf course.
- Address concerns, feedback, and queries promptly and effectively.

Teaching and Clinics Potential

- Depending on qualifications and expertise, involvement in teaching, coaching, and conducting clinics for members and guests to improve their game.
- Stay updated with the latest coaching techniques and golf industry trends.

Assist with Other Areas as Required

- Demonstrate flexibility and a team-player attitude by assisting with various tasks and departments as needed, contributing to the overall success of the golf courses.

Benefits:

- Direct Deposit payroll
- Drink and Snack Discounts
- Food Discount on Duty
- Discount of Golf Shop Merchandise
- Golf Simulator Use for Self and Family

Compensation:

- Based upon experience
- \$2800-3200 per month
- possibility of a year round position