



## **Tournament Manager**

**Full Time**

**Tampa Office**

Immediate Opening

Please submit letter & resume to [jobs@fsga.org](mailto:jobs@fsga.org)

Dear Interested Applicants:

The Florida State Golf Association seeks a new staff member to join our tournament department. Interested applicants should be very personable and motivated. We need someone who is hardworking, dedicated, and capable with computers. You must have played golf for most of your life and be passionate about the sport. Competitive playing experience is very helpful.

Candidates who have experience working for golf associations or golf clubs are preferred.

The new staff member will help conduct competitions for state championships and the Florida Junior Tour. The position requires extensive in-state travel, frequently on weekends. The position is based out of Tampa and involves preparing for future events and conducting competitions with the help of other staff members or experienced volunteer officials.

### **Requirements:**

- Highly organized, disciplined and dependable
- Meticulous and systematic
- Outgoing personality with a great sense of humor
- Golf facility or golf association experience (AJGA, USGA, PGA, AGA etc.)
- Competitive golf experience
- Experience Conducting Tournaments
- Rules Knowledge
- Knowledge of Florida golf courses
- Experience with Excel, Word, tournament management software
- Extensive Physical activity including ability to lift heavy items (75+ pounds)
- Travel & Weekend work, mostly in-state, fully reimbursed (20-30 weekends)
- Good driving record – fully insurable

### **Compensation and Benefits:**

- Commensurate with experience
- Health Insurance after 60 days
- 2 weeks' vacation first year
- Travel Expenses provided
- Single-room accommodations when traveling (no double bunking)
- 403(b) savings plan with company match
- Great working environment
- Golf attire as dress code
- Office Hours 7:30 AM – 4:30 PM

### **Florida State Golf Association**

The Florida State Golf Association is an enjoyable, stable and dynamic place to make a career. Our staff works as a team and enjoys providing exceptional customer service to our members and the golf community of Florida. The work environment at the FSGA is professional and friendly, and we work closely with our volunteers in service to the game. FSGA staff members should possess a strong work-ethic, unquestionable integrity, excellent people skills and a good sense of humor.

The Florida State Golf Association is one of the largest and fastest growing golf associations in the world with over 330,000 members. The organization serves more than 900 member clubs and is responsible for conducting State Championships and a total of more than 600 days of competition for men, women and juniors. Competitions include State Championships, the Florida Junior Tour, One-Day Competitions and qualifiers for USGA national championships and state competitions.

The FSGA works very closely with the United States Golf Association on issues of amateur status, rules education, course rating and handicapping. The FSGA conducts more qualifiers for USGA National Championships, including the US Open, than any other organization in the country.

The FSGA's offices are located in northeast Tampa where twenty-two staff members coordinate the activities of 500 volunteer committee members throughout Florida. The offices are new, spacious and included a generous break room and exercise room.

### **Florida State Golf Association**

12630 Telecom Drive  
Tampa, FL 33637

**Send Resume and cover letter or email to [jobs@fsga.org](mailto:jobs@fsga.org)  
No phone calls please**