



Event Coordinator/Assistant Manager Sault Ste. Marie Golf Club

The Sault Ste. Marie Golf Club is a semi-private golf club in Sault Ste. Marie, Ontario. Established in 1919, this Stanley Thompson designed golf course has a long and distinguished history. This Board of Directors administered golf club focuses on providing an enjoyable golfing experience to members and guests through excellent course conditions, services, amenities and aesthetics resulting in a true club like atmosphere. We embrace the best virtues of golf and life through integration with the community, promotion of junior golf and other "growing the game" efforts.

The SGC Board of Directors has developed a position as Event Coordinator and Assistant Manager. This position is co-sponsored by the Northern Ontario Heritage Fund Corporation.

The Event Coordinator/Assistant Manager will have graduated within the last three years from an accredited college or university. This position must be the first full-time employment in the candidate's field of study. The successful candidate will have extensive knowledge of marketing and communications combined with strong computer skills. In depth social media skills are a must. Knowledge of golf and golf club management would be an asset.

The SGC hosts multiple golf events and social functions and would like to increase this business. The Event Coordinator will be expected to increase this business and be the SGC point of contact from start to finish. The golf club has course maintenance, golf pro shop staff and a restaurant operation. The Assistant Manager will be expected to ensure proper communication between all parties and perform duties as assigned by the Board of Directors.

An outgoing personality, strong communication skills and the ability to work independently are a must. The ideal candidate will have a golfing background with a passion for the game.

This position is a one year contract.

All interested applicants please apply with a resume and cover letter by December 4, 2015. The cover letter will be used to help assess written communication skills.

Please send applications to:

Jeff Hamilton
Head Golf Professional/Director of Golf
Sault Ste. Marie Golf Club
PO Box 25
Sault Ste. Marie, Ontario
P6A 5L2
Email: proshop1919@shaw.ca

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