



SCGA Youth on Course:

Founded in 1983, SCGA Youth on Course is the philanthropic arm of the Southern California Golf Association, one of the nation's oldest and largest regional golf associations with more than 150,000 individual members who belong to more than 1,200 clubs throughout Southern California and Baja California. Youth on Course's mission is to promote the education and character development of Southern California youth through golf.

SCGA Youth on Course is a flexible work environment that promotes diversity, embraces collaboration, and provides leadership opportunities to every team member. We believe golf can be an incredible tool to teach young people and are seeking a highly motivated professional who is passionate about bringing affordable opportunities through the game to young people.

Available Position: Development Coordinator (Full-time)

The development coordinator will support all functions of development/fundraising for SCGA Youth on Course including all grant writing. The position will focus on all aspects of SCGA Youth on Course's fundraising programs and events. This position will also support the expansion of all Youth on Course programs and initiatives as well as serve as a representative for the SCGA and the SCGA Youth on Course to members, donors and the public. To be successful in this position, the development coordinator will have to be self-motivated, work well in a team, be detailed oriented, have an entrepreneurial spirit, and have the desire and passion to help Youth on Course continue to grow.

Requirements:

- Bachelor's degree (B.A.) from a four-year college or university. 1-3 years of development and grant writing experience.
- Must have excellent oral and written communication skills; must be detailed oriented, well-organized, and have strong analytical and interpersonal skills.
- Ability to integrate diverse viewpoints, ideas, and opinions working with staff, Board of Directors, and industry stakeholders.
- Must be willing to learn, be a good team member, be self-motivated, and bring a creative energy to the position.
- Proficient with Microsoft Office and development database software. Must have experience working with a donor database.

Compensation and Benefits:

Salary commensurate with experience. Benefits include medical, dental, vision and other group insurance; paid holidays, vacation, and sick leave; and other employer-sponsored benefits.

Submissions:

Qualified individuals who meet the job requirements should submit their resume with a cover letter indicating "Development Coordinator" in the subject line via e-mail to Kevin Gigax at kgigax@scga.org.

Submission deadline is August 1, 2014.