



SCGA Youth on Course Internship

Job Title:	Program Intern
Organizational Unit:	SCGA Youth on Course
Reports To:	Program Director
Date:	August 2014 – January 2015
Hours:	Office hours available Monday and Friday
Compensation:	\$10/per hour (up to 16 in office hours per week paid). Additional responsibilities will be in the field, often on weekends.

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 160,000 individual members who belong to more than 1,200 clubs throughout Southern California and Baja California.

MISSION

Promoting the education and character development of Southern California Youth through Golf

JOB SUMMARY

The SCGA Youth on Course Program Intern will assist the Program Director with the management, growth, and exposure of the Youth on Course Club and junior golf instruction program. Daily functions include membership management, facility and participant tracking, and written and verbal communication with members. Additional responsibilities will include the coordination of annual membership renewals, preparation for and attendance at community events, and support with monthly e-newsletters. Golf experience is preferred.

EDUCATION & EXPERIENCE

Candidate must be pursuing a 4-year degree or graduate degree in Marketing, Communications, Business, Non-Profit Management, Social Work, Sports Management or related field. Candidate must also have prior experience with community or volunteer work. A desire to work in the non-profit sector or sports industry upon graduation is preferred. Candidate should be an independent thinker and highly self motivated.

For more information on SCGA Youth on Course please visit www.scga.org/yoc
Please send resume and cover letter to Jennifer Alban at jalban@scga.org

SCGA Youth on Course • 3740 Cahuenga Blvd • Studio City, CA 91604