



Internship Opportunity

- POSITION:** USGA P.J. Boatwright Jr. Tournament Internship – Golf Association of Michigan
- LENGTH:** Four Months (May 1– August 31); *Start and end dates flexible; must be able to start no later than May 10*
- HOURS:** 40 Hours/Week
- LOCATION:** GAM Office (Farmington Hills, Mich.) and GAM Member Golf Clubs throughout Michigan
- ABOUT THE GAM:** The Golf Association of Michigan, founded in 1919, is the governing body for amateur golf in the state. As a not-for-profit organization, our purpose is to represent, promote, preserve, and serve the best interests of the game.
- JOB DESCRIPTION:** The selected candidate will gain experience across many facets of a state golf association, with an emphasis on tournament administration, handicapping, and member relations. The candidate will balance time preparing for championships on-site at member clubs throughout the state and in the association's office. This position will also include exposure to course rating and other GAM membership activities.
- JOB DUTIES:**
- Tournament preparation, including golf course setup (hole locations, tees, marking penalty areas)
 - Tournament administration, including creating, printing, and organizing tournament paperwork
 - On-site tournament operations (loading, staging, and breaking down tents, signs, tables, coolers, etc.)
 - On-course tournament work in conducting competitions (starting, scoring, rules officiating, etc.)
 - Assist with processing tournament applications
 - Assist with tournament department administration, communications, and marketing
 - Participate in course rating opportunities
 - Work to grow and enhance association membership
- REQUIREMENTS:**
- A college degree or currently enrolled in college
 - Knowledge of or interest in golf administration
 - A growth mindset, team-first approach, and willingness to learn
 - Ability to work in a fast-paced environment and adapt
 - Ability to work in a team environment and independently
 - Demonstrated strong work ethic – long daily hours with early mornings are common
 - Proficiency in Microsoft Office (Word, Excel, PowerPoint)
 - Ability to perform physical labor in various weather conditions
 - Must be able to lift 50 lbs.
 - Prior golf tournament experience is a plus
 - Dependable automotive transportation
- BENEFITS:**
- Compensation – Stipend paid by USGA (Approximately \$18/hour)
 - All out-of-office expenses will be covered by GAM (meals, mileage, etc.)
 - Staff clothing for tournament work
 - Opportunity to gain valuable experience in the field of golf administration
 - Networking opportunities with GAM members, host facility staff, and GAM volunteers
- RESUME DEADLINE:** **January 1, 2027, if not filled before**
SEND COVER LETTER AND RESUME TO:
Ted Newton, GAM Director of Tournament Administration
tnewton@GAM.org

The GAM is committed to creating a diverse work environment.

All qualified applicants will receive consideration without regard to race, color, religion, national origin, age, sex, marital status, ancestry, physical or mental disability, veteran status, gender identity or sexual orientation.