



**JOB POSTING**  
**TENNESSEE GOLF FOUNDATION**  
**Title:** Manager of Tournament Operations  
**Location:** Franklin, TN

The Tennessee Golf Foundation (TGF) is seeking a highly qualified individual for the position of Manager of Tournament Operations. This position is responsible for assisting in the continued development and growth of the Sneds Tour and various other junior golf initiatives across the state. The person in this position will act on behalf of the Tennessee Golf Foundation and report directly to the Director of Competitions.

Founded in 1990, the TGF is a 501(c)(3) nonprofit, tax-exempt organization that promotes the game of golf and its life-enhancing values with an emphasis on teaching juniors and the disadvantaged. The TGF accomplishes this through many programs, which include conducting tournaments, providing education, marketing, outreach and other initiatives that seek to promote the game for all golfers.

**Primary Responsibilities:**

- Assist in the operations of over 170 Sneds Tour events and the Tennessee Junior Cup
- Travel to multi-day Sneds Tour events across the Southeast
- Manage a Sneds Tour summer staff of 30 individuals
- Utilize BlueGolf (tournament software) to handle registrations, memberships and tournament pairings for Sneds Tour events
- Assist in the tournament operations of TMSGGA (Tennessee Middle School Golf Association) regionals
- Create biweekly junior golf newsletters (Constant Contact)
- Schedule Sneds Tour events for the following season
- Manage content for various websites
- Oversee and expand volunteer base across the Southeast

**Qualifications:**

- Knowledge and passion for the game of golf
- Bachelor's degree preferred
- 1+ year(s) of previous golf administration experience preferred
- Excellent verbal and written communication skills
- Working knowledge of the Rules of Golf
- Excellent organizational skills and strong attention to detail required
- Ability to multi-task and prioritize
- Ability to travel and work extended hours
- Computer skills (Microsoft Office & BlueGolf)
- Ability to lift and carry 50 lbs.

**Benefits:**

- Salary commensurate with qualifications, education and experience
- Full benefits package includes medical, dental, vision, life and long-term disability insurance after 90 days of employment
- Participation in company's 401k plan after one year of employment
- Paid vacation and holidays
- Monthly cell phone reimbursement
- Playing privileges at The Little Course and Vanderbilt Legends Club
- Staff uniforms provided
- Expense reimbursement during event travel

**Interested candidates should email their resume, cover letter and salary expectations to:**

Rob Cherry  
*Director of Competitions*  
Tennessee Golf Foundation  
400 Franklin Road  
Franklin, TN 37069  
[rcherry@tngolf.org](mailto:rcherry@tngolf.org)

**Application Deadline:** December 2, 2022. Top candidates will be contacted to set up an interview. Interviews will be conducted as soon as practicable.

The position will remain available until filled and the successful applicant will be required to submit a full background check prior to employment.

**The Tennessee Golf Foundation is an Equal Opportunity Employer**