

Ithaca Youth Bureau Recreation Department

Golf – Lead Instructor

Pay: \$13 - \$20+/hr, depending on experience

Approximate # Participants = ~10-12 kids / 1-2 week session

Direct supervisor: Recreation Program Coordinator (RPC)

Description: plan and provide on-site activities with specific goals and objectives to help youth create and develop golf skills during each camp session.

Qualifications:

- Minimum of 18 yrs. of age
- Knowledge of golf rules
- Previous experience playing golf in high school &/or college or years of lessons/play.
- Previous coaching and/or teaching golf to elementary school age children along with knowledge of developmental needs and stages of school age children is preferred.
- Experience organizing or leading recreational programs is preferred.
- Ability to communicate effectively with adults (parents) and youth (participants).
- First aid/CPR is preferred.

Duties:

- Direct supervision of any assistant instructors with the program.
- Assist with equipment inventory, sorting, upkeep.
- Maintain participant attendance & turn in records to the RPC after each session is complete.
- Communicate any changes or oddities with roster and attendance to the RPC to ensure proper records in our Reg. System.
- Facilitate any needed parent letter/meeting on first day to explain program policies and brief updates as needed throughout session for schedule changes, rain day plan or make-ups, etc.
- Be on-site 15 mins. BEFORE the start of camp Mon-Thurs (occasional Fri. in the event of rain for make-ups possible) to greet participants and parents.
- Maintain sportsmanship and promote Rec. Dept mission throughout the classes.
- Make clarifications or handle any parent situations that may arise.
- Assist with rain day backup planning.
- Maintain (keep track of) all equipment that is assigned/used for the program and return it promptly to the storage area or within 1 week after the end of the season or as requested by the RPC.

Hours:

Approx. 14 hours a week (for 5-6 wks, 9am-12pm, shift would be 8:45am – 12:15pm)