



## **The First Tee of Greater Richmond at the Elson Redmond Memorial Driving Range**

### **Job Description – Outside Staff**

*The mission of The First Tee of Greater Richmond is to impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf.*

Outside staff reports directly to the Director of Golf and is responsible for the preparation of the range facilities. The Outside Staff is responsible for picking and cleaning the range balls, maintaining cleanliness of the cart and ball barn, and maintain club washers.

Our outside staff is expected to work flexible hours and often on weekends and holidays. Hours are also dependent on the weather, as the facility closes or use of the facility does not require operation.

#### **Key Responsibilities:**

- Utilizing the picker and shag bags to pick up all range balls possible.
- Cleans and separates range balls
- Helps maintain a professional appearance of the facility at all times
- Maintains club washing systems
- Maintains covered area glass and matting
- Keeps the Director of Golf informed of issues, questions, or complaints.
- Maintains professional appearance at all times

#### **Requirements:**

- Must pass a background check
- Must be able to lift 50 pounds unassisted
- Driver's License Required
- Positive and professional demeanor; must be a team player

Interested applicants can apply by clicking the "Chapter Employment Application" link on The First Tee of Greater Richmond's website ([www.thefirstteegreaterrichmond.org](http://www.thefirstteegreaterrichmond.org)) under "Employment Opportunities" or by clicking this [link](#).