



REGIONAL INTERN, DUFFERIN/SIMCOE

This position is intended for college/university students and requires some evening and weekend work and some travel throughout the Region. Successful candidates will learn program coordination, account/relationship management, business development and corporate networking. Candidates should present a professional and mature attitude in dealing with partners and other staff. Reporting to the Regional Manager, Dufferin/Simcoe, this role is responsible for supporting the coordination and execution of the Regional Support Strategy (RSS). The Regional Intern will work directly with the Regional Manager and stakeholders in the Region to ensure the successful implementation of the RSS and in turn Golf Ontario's Strategic Plan through program implementation, relationship development and membership growth.

REGION: Region includes the following provincial regions/counties:

- Dufferin/Simcoe

Duration: April 29th to September 4th

Responsibilities

- **Relationship Development (20%)**
 - Support the enhancement of facility relationships with Golf Ontario and between facilities with all golf facilities in the Region in line with the Collaboration Continuum (networking – coordinating – cooperating – collaborating).
 - Assist in the execution of the club interfacing strategy including regular communications, facility visitations and face to face meetings (as needed) for all facilities within the Region.
- **Regional Participation Programming (50%)**
 - Assist the growth of Youth participation programming at facilities within the Region.
 - Assist the growth of participation programs for Women at facilities within the Region.
 - Assist in the execution of Golf Ontario Championships/initiatives hosted in the Region.
- **Regional Support & Service (20%)**
 - Support the execution of the regional communications strategy.
 - Support the coordination value added activities/events in the Region.
- **Membership Acquisition (5%)**
 - Assist in the recruitment and the on-boarding of new facilities joining GO membership.
- **Administration (5%)**
 - Assist with regional short and long term planning and reporting
 - Special projects as required.

Requirements

- Resides in Dufferin/Simcoe
- Knowledge of the golf industry and experience in a customer service oriented position
- Experience in partnership building and teambuilding
- Proven ability to work to deadlines with a high degree of accuracy
- Database management and experience using a CRM an asset
- Problem solving skills
- Ability to cope with time constraints
- Ability to maintain accurate records
- Articulate and persuasive communicator
- A Great listener
- Ability to coordinate multiple projects
- A valid Ontario Driver's License with a clean driving record and use of a reliable vehicle

Application Details

Golf Ontario thanks all applicants but will contact only those who will be invited for an interview. Qualified/Interested candidates should forward a detailed resume and cover letter in an **Adobe PDF format**, by February 12th, 2021 to jobs@gao.ca Subject: Regional Intern, Dufferin/Simcoe



REGIONAL INTERN, GTA

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REGION: Region includes the following provincial regions/counties:

- GTA

Duration: April 29th to September 4th

Responsibilities

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- ***Regional Support & Service (20%)***
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 - Support the coordination value added activities/events in the Region.
- ***Membership Acquisition (5%)***
 - Assist in the recruitment and the on-boarding of new facilities joining GO membership.
- ***Administration (5%)***
 - Assist with regional short and long term planning and reporting
 - Special projects as required.

Requirements

- Resides in the GTA
- Knowledge of the golf industry and experience in a customer service oriented position
- Experience in partnership building and teambuilding
- Proven ability to work to deadlines with a high degree of accuracy
- Database management and experience using a CRM an asset
- Problem solving skills
- Ability to cope with time constraints
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