



## **Position Announcement**

**Job title:** Managing Director, Championships  
**Position Location:** Dallas Office  
**Reports to:** Executive Director

### **Job Summary**

The Texas Golf Association seeks an experienced, senior leader for oversight and management of all Championship activities for association.

### **Principal Duties:**

- Oversight of day-to-day business relating to the conduct of all Championship activities. This includes ensuring adherence by all staff in charge (SICs) of championships to established best practices, oversight for budgeting, interaction with other TGA / Allied Association departments on matters related to the conduct of championships
- Develop, implement and continuously update plans and proposals for championship siting for all event categories. Work with TGA staff and facility operators to negotiate and secure appropriate venues for the complete Championship schedule.
- Assist in the conduct of TGA Championships as assigned. Duties will likely include course marking, course set-up, serving as a Rules Official
- Leadership and management of all Championship staff members
- Scheduling, coordination and management for all championship equipment, vehicles and signage
- Oversee quality of information and functionality of Championship segment of website
- Serve as primary TGA resource for Rules of Golf education and administration
- Work closely with TGA Board and Championship Committee
- Represent the TGA with Allied Associations including but not limited to USGA, PGA, LPGA, AJGA, NCAA

### **Requirements and Key Characteristics:**

- Demonstrated ability with the Rules of Golf
- Demonstrated ability in golf tournament administration (inside and outside the ropes) at the state and regional level is required
- Exceptional leadership skills and the ability to get the very best performance from a large and diverse team of professional staff and volunteers
- Strong written and verbal communication skills
- Courteous and professional demeanor is required
- Must be able to handle multiple tasks concurrently with exceptional attention to detail
- Utilizes sound judgment and creative thinking to solve problems and enhance operations

### **Requirements:**

- Strong computer skills including the use of Microsoft Office Suite
- Strong demonstrated understanding of Tournament Management software required. Experience with Golf Genius / USGA TM product preferred

### **Compensation:**

Salary + annual bonus potential commensurate with experience. Major medical, life insurance, 401K and vacation paid by company.

**SEND COVER LETTER / RESUMES TO:**

Stacy Dennis – [sdennis@txga.org](mailto:sdennis@txga.org)

**TEXAS GOLF ASSOCIATION**

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