



**Position: Pro Shop Manager**  
**Facility: Princeton Golf Club**  
**Location: Princeton, BC**  
**Application Deadline: January 17th, 2025**

**The Position:**

The Princeton Golf Club is currently seeking an experienced individual to assume the role of Pro Shop Manager of Operations.

Managing all aspects of the Pro Shop Operations, working in collaboration with the Board of Directors, Members, guests, employees, community, government, and industry.

Reporting to the Board of Directors through the President, the Pro Shop Manager is responsible for managing the overall performance of the Princeton GC Pro Shop by providing an exceptional Member/Guest experience.

**The Facility:**

Established in 1928, the golf course is an 18-hole member run facility of over 6400 yards. The back 9 was renovated in 2000 and offers a fun finish with 3 par 3's, 3 par 4's and 3 par 5's.

With challenging terrain among the Ponderosa Pines and high elevation views, this is a must-stop for any golf enthusiast. Located a few minutes from the main town center, Princeton GC has full amenities and also has a fully serviced RV Park on site.

**Town of Princeton:**

The town of Princeton is a close-knit population of approximately 3,000. It is the gateway to the Okanagan. If you enjoy the outdoors, then this Similkameen town might be a great fit. Countless lakes and some of the most scenic trails you can find anywhere, only a short drive away. It is approximately 3 hours to downtown Vancouver and 75 minutes to Penticton or Osoyoos.

The city has a previous history of mining and railways, it is located where the Tulameen and Similkameen Rivers merge, just east of the Cascade Mountains.

### Who are they looking for:

The Club is searching for a Pro Shop Manager who can lead the golf operations. This could be a PGA member or a hospitality expert who has a strong knowledge of golf. The Pro Shop Manager will also work with the Administrative and Grounds Maintenance teams.

At present, the Board has had a more hands on approach of running the facility. Long term, they desire an individual who will grow into the role and work collaboratively with the Club for its continued success.

The Club is looking for an individual who is willing to take on this role for a minimum of 3-5 years but will also welcome someone who might have the vision to live in the community long-term.

While the club is financially solid and they have an experienced management team, there are a number of opportunities for improvement. Those include:

- Lesson Revenue – This has not been a priority in the past and local competition is very limited. With a full-sized range, there is potential for a self starter in this area
- Membership Growth – Currently a strong number of members- 360, the tee sheet has capacity for more play.

They are searching for a disciplined, people person with good organization skills and a capable leader.

### Position Summary and Main Duties:

To play a key role in ensuring exceptional guest experiences and smooth operations at the golf course.

### Responsibilities:

- Oversee daily operations at the golf course, including managing tee times, coordinating with the pro shop, and monitoring pace of play
- Provide excellent customer service to golfers and guests, addressing inquiries and resolving issues promptly
- Supervise, schedule and train staff members to maintain high service standards
- Handle cash transactions accurately and securely
- Organize and lead golf events, tournaments, and potentially lessons. Initiate a Junior Program
- Grow all revenue streams.
- Conduct regular inspections of the course to ensure safety and quality standards are met and work with the maintenance crew.

### Desired Experience:

- Post Secondary education in golf management or hospitality
- Leadership experience in a similar role within the golf or hospitality industry
- Proven strong communication and leadership abilities

- Knowledge of golf etiquette and rules
- Experience reporting to a Board or Ownership group

**Salary and Benefits:**

The successful applicant will receive a compensation package commensurate with experience. The Base Salary range will be from \$70,000-85,000 per annum plus potential bonus. If the successful candidate is a PGA member, then lesson revenues are an added source of income.

**How to Apply & Additional Information:**

Interested applicants are invited to submit online or email their detailed resume in confidence to:

Scott Kolb – Lead Recruiter of Fresh Golf Solutions. He may be reached at [email\\_scott](mailto:email_scott) and there is a dedicated webpage [www.freshgolf.ca/PGC](http://www.freshgolf.ca/PGC) and the application form is on the [webpage](#). You may also submit your application by emailing Scott.