



VSGA Independent Contractor Opportunity

The Virginia State Golf Association will be launching an Adaptive Golf Program in 2025 and seeks a motivated candidate with a passion for golf and making a positive impact on the lives of others.

Position: Adaptive Golf Coordinator

Reports To: Director, Handicapping and Member Services

Job Functions: The responsibilities of this position include, but are not limited to, the following:

- Clinics
 - Schedule a series (6 to 8 weeks each) of adaptive golf clinics in the Northern Virginia, Richmond and Tidewater regions
 - Work with VSGA staff to promote the clinics and organize registration
 - Coordinate all aspects of each clinic and assist with instruction, as necessary
 - Recruit local PGA Professionals to assist with instruction, as necessary
- Play Days
 - Schedule an adaptive play day in each of the three regions where clinics will be held
 - Work with VSGA staff to promote the play days and organize registration
 - Coordinate all aspects of each play day with the host club and serve as the on-site administrator
- Resource Center
 - Research the adaptive golf landscape in Virginia and beyond and help the VSGA to serve as a resource for golfers, golf clubs and other organizations by compiling relevant information for each stakeholder
 - Work with VSGA staff to develop a webpage on VSGA.org dedicated to adaptive golf
 - Respond to inquiries from golfers and golf clubs concerning adaptive golf
- Grants Program
 - Assist in the creation and promotion of a grants program aimed at providing funding to golf clubs, organizations or individuals who are providing programming to adaptive golfers
 - Work with VSGA staff to promote the grants program
 - Follow-up with grant recipients for feedback on their programming

Qualifications:

- College degree preferred
- Adaptive sports and/or golf instruction experience preferred, but all applicants will be strongly considered
- Effective communicator – comfortable using a range of communication tools
- Ability to multi-task and work on projects with minimal supervision
- Must be able to handle physical activity and lift heavy items (50+ pounds)
- A valid U.S. driver's license and ability to travel within Virginia

Compensation and Benefits*

- Base compensation for the responsibilities outlined above is \$10,000 per year
- Additional compensation based on participation numbers
- Cell phone allowance
- Mileage reimbursement
- Paid expenses while on business travel

Email cover letter and resume to:

Michael Walder, Director, Handicapping and Member Services

mwalder@vsga.org

Phone: (804) 378-2300 ext. 14

Deadline Date: Open until filled. Interested applicants are encouraged to apply as soon as possible.

*This role is offered as an Independent Contractor position. Individuals hired in this capacity are not considered employees of VSGA and, as such, are not eligible for employee benefits such as health insurance, retirement plans, or paid leave. Independent contractors are solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation.