

City & County of Sacramento, California
Sacramento Golf Council (SGC) Volunteer Assignment Description

STATUS – ACCEPTING APPLICATIONS

Purpose of Position: to conduct high quality, competitive amateur golf tournaments for the City and County of Sacramento, California.

Qualifications:

- ✓ Ability and willingness to represent the City and County of Sacramento, and its golf facilities, in a professional manner at all times
- ✓ Ability and willingness to represent the City and County of Sacramento golf facilities in a positive light, and with the purpose of maximizing revenues and rounds of golf played in SGC events
- ✓ Ability to offer constructive criticisms and suggestions to City/County Golf Managers with a focus and intent of “how we can improve”
- ✓ Ability to volunteer Labor Day weekend holiday on one of the SGC events
- ✓ Ability to learn how to create and manage a tournament budget
- ✓ Willingness to raise funds to support SGC junior events and youth golf
- ✓ Resident of the City or County of Sacramento, California
- ✓ Interest in public golf

Responsible to: Golf Manager, Capital City Golf/City of Sacramento, CA
Golf Manager, County of Sacramento, CA

Responsibilities:

- ✓ Attend and actively participate in monthly meetings
- ✓ Serve as a tournament director for 1-2 events each calendar year OR serve as the SGC Treasurer or Secretary
- ✓ Serve as a tournament co-director on at least 2 to 4 events each calendar year
- ✓ Follow all City and County policies and procedures
- ✓ Provide orientation and training for new SGC members

Training Provided:

- ✓ Each member will be given a “SGC Director’s Handbook” containing pertinent information about the SGC, and duties and responsibilities of SGC members
- ✓ Staff support from the City and County golf operations staff

Benefits of Volunteering:

- ✓ Enhance the quality of life in the Sacramento Metropolitan Region
- ✓ Make and preserve the rich history of competitive golf
- ✓ Opportunity to give back to the great game of golf
- ✓ Gain skills of conducting high-quality, competitive amateur golf tournaments
- ✓ The privilege of restricted complimentary golf play on City and County golf facilities

Time Commitment: 6 to 8 hours each month, plus an initial 8 hours of orientation and training

Length of Commitment: Minimum of 1 term or 2 years / Maximum of 4 terms or 8 years; length of service is at the discretion of the City/County Golf Manager’s.

Contact Person: **Rich Sizelove** at rsizelove@sacparks.org

Revised 5/14/06

Sacramento Golf Council (SGC) Volunteer Membership Application

Send Application to: Mr. Doug Parker, Capital City Golf, 1030 15th St., Ste 220, Sacramento, CA 95814
Phone: 916-808-6307

INSTRUCTIONS: Please fill this form out completely. Print or type in the spaces provided.

NAME: _____

Last

First

Middle

MAILING ADDRESS: _____

Street Number

Street Name

Apartment Number

City

State

Zip Code

DAYTIME PHONE: (____) _____ **EVENING PHONE:** (____) _____

CELL PHONE: (____) _____ **E-MAIL ADDRESS:** _____

CITY OR COUNTY OF SACRAMENTO EMPLOYMENT:

1. Are you currently employed by the City or County of Sacramento? (Y) _____ (N) _____
If yes, what department? _____
2. Have you ever been employed by the City or County of Sacramento? (Y) _____ (N) _____
If yes, what department? _____. If previous employment was under a different name,
please state name. _____
3. Are you currently employed at a city or county golf course? (Y) _____ (N) _____
If yes, which course? _____. What position? _____
4. Have you ever served on The Sacramento Golf Council? (Y) _____ (NO) _____,
When? _____ to _____.

In one sentence, please describe the most valuable asset you have to offer the SGC:

SGC MEMBER TIME COMMITMENT:

SGC members meet regularly on the first Monday of each month at 7:00 p.m.; SGC members are responsible for conducting upwards of twenty-two golf tournaments each calendar year. Applicants will be expected to attend all monthly meetings and will also be required to serve as a Tournament Director for at least two events and as a committee volunteer for two additional events each year. SGS members serve a minimum of two years and a maximum of eight consecutive years.

Do you have any day or time constraints that would prohibit you from performing the SGC member duties described above?
(Y) _____ (N) _____. If yes, please explain.

EDUCATION, TRAINING AND EXPERIENCE

Name of college, university, business, correspondence, trade or service schools	Major Course of Study	Completed number of semesters or units	Diploma, Degree or certificate received

PLEASE LIST CERTIFICATES OF PROFESSIONAL COMPETENCE, LICENSES AND/OR MEMBERSHIPS IN PROFESSIONAL ASSOCIATIONS.

EDUCATION, TRAINING AND EXPERIENCE (Continued)

Are you an **actively involved** member of a local golf club? (Y)_____ (N)_____. If yes, please provide the name of the club, the name of the club's home golf course and specify if you held a position as an officer of the club

Do You Play Golf? (Y)_____ (N)_____. If yes, how long? _____ years _____ months. How often? _____X/week? _____X/month _____X/year

Do you have a USGA Golf Index (Y)_____ (N)_____ # _____

Have you ever attended a formal training on the rules and or etiquette of golf? (Y)_____ (N)_____. If yes, please describe. _____

Do you have experience in: 1. Directing a golf tournament? 2. Fundraising? 3. Media/marketing/ public relations? 4. Finance or accounting? 5. Special -event or volunteer coordination? Please describe your experience(s).

Please outline below (in 100 words or less) why you should be selected to serve on the SGC.

Describe below your thoughts and ideas regarding ways to promote and support junior golf tournaments.

References:

Please provide two names, addresses, phone numbers (with area codes) and their relationship to you. No relatives please.

1. _____
name _____ phone _____ relationship _____
_____ address _____

2. _____
name _____ phone _____ relationship _____
_____ address _____

I hereby confirm that all of the information contained on this application is accurate and true:

Applicant: print name Applicant: sign name date