



Title: Lead Coach, First Tee - British Columbia  
Reports to: First Tee – British Columbia’s Program Coordinator(s) and Manager(s)  
Location: Greater Victoria, British Columbia  
Status: Part time, up to 9-month placement with up to 6 hours per week. This is an evolving role with the possibility of an extension in duties, term and hours per week. Hours of work to begin are primarily between 3:30pm – 7:30pm on weekdays with possible weekend work required.  
Ideal Start Date: April 6, 2024  
End Date: November 30, 2024  
Salary: \$40/hour (up to \$60 per hour for certified PGA Teaching Professionals)

**PRIMARY DUTIES:**

**Program Delivery**

- Effectively plan, organize and lead multiple one-hour First Tee golf lessons for participants
- Employ inclusive and adaptive programming principles to cater to all participating members
- Serve as a positive example and mentor for participants
- Treat partner facilities with respect by properly cleaning up, caring for equipment and grounds
- Maintain and care for program and facility equipment, during activity set up and tear down
- Communicate and reinforce First Tee guidelines to ensure a safe and controlled environment while paying keen attention to accident/incident prevention
- Serve as an ambassador for First Tee’s brand to the public
- Adhere to the standards of First Tee’s Code of Conduct
- Enthusiastically embraces First Tee’s coaching and youth development philosophy

**REQUIRED SKILLS, KNOWLEDGE, & ABILITIES:**

- High School or Post-Secondary Education
- Previous experience working with youth in a sport/recreation, teaching, or day camp environment
- Knowledge of age appropriate athletic and social activities
- Possess a strong work ethic and excellent organization skills
- Team player, able to work effectively with others on a diverse team
- Strong attention to detail, time management, and the ability to self-motivate
- Golf instructor credentials or NCCP credentials are considered an asset, but not required

Note: Successful candidates will be required to provide a current and satisfactory Criminal Record Check/Vulnerable Sector Check and Child Abuse Registry Check. Successful employees will be required to complete First Tee Community Program training, Safe Sport and Respect in Sport training online, as

well as attend Community Golf Coach certification, First Tee Level 2 certification coach training April 6-9, 2024, in Vancouver.

Interested applicants are invited to send their cover letter and resume to [firstteebc@golfcanada.ca](mailto:firstteebc@golfcanada.ca) no later than 11:59pm February 29, 2024. Applications will be reviewed as they are submitted.