



For Everyone Who Plays the Game

---

## **Chicago District Golf Association USGA P.J. Boatwright Internship**

The Chicago District Golf Association (CDGA) is seeking an individual for an eight-month internship (March 2021–October 2021, start and end dates are flexible) through the USGA's P.J. Boatwright Internship Program.

The Intern will receive experience in all facets of Association operations, with the emphasis on the following:

### Social Competitions

- Assisting the staff with in-office and on-site administration of the following social competitions:
  - CDGA Net Better Ball Series
  - CDGA Scramble Championships
  - CDGA Member Days
  - CDGA Mixed Team Championship
  - CDGA Super Senior Championship
  - Other competitions that are being discussed

### Social Events

- Assisting the staff with in-office and on-site/location for social events which include:
  - Member Golf Trips
  - Member events in conjunction with CDGA partners, professional sports teams

### Tournaments/Championships

- Assisting the staff with in-office and on-site administration for the following:
  - CDGA Tournaments
  - CDGA Qualifying Rounds and Championships
  - USGA Qualifying Rounds

### Requirements/Qualifications

- College degree in marketing, communications, public relations, or a related field (completed or in process)
- Attend/participate in the USGA Boatwright Intern Orientation
- Experience in/with golf preferred
- Willingness and ability to travel the Chicago District extensively
- Strong leadership potential, desire for personal and professional growth
- Strong analytical, written, and verbal skills,
- Familiar with Windows office programs (Outlook, word, excel, etc.)
- Commitment to teamwork and a collaborative working environment
- Reliable transportation is necessary



Chicago District Golf Association • CDGA Foundation  
11855 Archer Avenue • Lemont, IL • 60439  
[www.cdga.org](http://www.cdga.org) • [www.cdgafoundation.org](http://www.cdgafoundation.org)



For Everyone Who Plays the Game

---

#### Pay and Benefits

- Salaried position, approx. \$2,000 per month (36-40 hours a week and possibly some weekends)
- Travel reimbursement
- Staff apparel
- Great opportunity to network with key people in the Chicago District and the golf industry

Application deadline: January 15 (or until position is filled)

All candidates should submit a cover letter, resume, and relevant work samples prior to application deadline for full consideration. Candidates can apply by sending materials electronically to the CDGA ([internship@cdga.org](mailto:internship@cdga.org)). No phone calls will be accepted. The successful candidate will be subject to a background check and drug testing upon extension of job offer.

The **Chicago District Golf Association (CDGA)** is a not-for-profit association of member clubs and individual members in Illinois and parts of Indiana, Wisconsin and Michigan. With approximately 80,000 individual members at more than 400-member clubs, the CDGA is one of the largest and oldest golf associations in the United States. Founded on March 18, 1914, the CDGA was established to promote amateur golf in the Midwest.



Chicago District Golf Association • CDGA Foundation  
11855 Archer Avenue • Lemont, IL • 60439  
[www.cdga.org](http://www.cdga.org) • [www.cdgafoundation.org](http://www.cdgafoundation.org)