



**Pro Shop & Driving Range Assistant (Seasonal, Part Time)**  
**Location: The First Tee Learning Center at Pineville | Pineville, NC**

**About First Tee – Greater Charlotte**

Established in 2003, First Tee – Greater Charlotte is a non-profit organization dedicated to empowering young people through the game of golf. Our programs help youth build character, develop confidence, and learn life skills that extend far beyond the course.

Each year we serve more than 2,000 participants ages 5-18 at eight on-course locations across the Greater Charlotte area. In addition, our School Program reaches more than 120,000 elementary students through physical education classes, and our Community Program equips youth organizations to deliver First Tee curriculum within their own programming.

Our key facilities include The Learning Center at Revolution Park and The Learning Center at Pineville, which serve as hubs for youth programming, practice facilities, and community engagement.

**Position Overview**

First Tee – Greater Charlotte is seeking an energetic, dependable, and community-focused team member to join our team at The Learning Center at Pineville.

This role supports daily pro shop operations and driving range maintenance while helping create a welcoming and positive experience for participants, families, and community members using the facility.

This is a seasonal, part-time position with flexible scheduling that includes weekends and some holidays. Ideal candidates enjoy working outdoors, interacting with people, and being part of a mission driven organization that uses golf to impact young lives.

**Key Responsibilities**

**Customer Experience**

- Provide friendly and professional customer service to First Tee participants, families, and community members
- Answer questions and assist visitors with facility use and retail purchases
- Help create a welcoming, positive environment for all guests

**Pro Shop Operations**

- Assist with daily pro shop operations and retail support
- Operate the point-of-sale system to process purchases and handle payments (training provided)
- Maintain organized merchandise displays and accurate transaction records

**Driving Range & Facility Support**

- Maintain the driving range and practice areas
- Collect and organize range balls and refill ball dispensers
- Clean and maintain baskets, equipment, and practice facilities
- Help maintain a clean, organized, and welcoming environment
- Help ensure the facility remains clean, organized, and ready for daily programming

**Team Communication**

- Communicate effectively with peers and Managers regarding daily operations and facility needs
- Collaborate with coaches and staff to ensure consistent messaging and program expectations.

**Qualifications**

- Strong customer service skills and a positive attitude
- Dependable with strong attention to detail
- Ability to work independently and as part of a team
- Flexible schedule with availability for mornings, evenings, weekends, and some holidays
- Professional appearance and demeanor
- Ability to lift equipment or range buckets (up to 30lbs)
- Comfortable working outdoors in varying weather conditions

**Preferred but not required:**

- Retail or point-of-sale experience
- Golf knowledge or experience

**Schedule**

- Seasonal part-time role
- Typical schedule ranges from 10-25 hours per week
- Includes weekends and some holidays

**Compensation & Benefits**

- Hourly rate starting at \$13 per hour (based on experience)
- Complimentary range balls and facility access during off-hours
- Opportunity to work in a fun, team-oriented environment

**To Apply:** Please send a resume to [cfuhrman@thefirstteegreatercharlotte.org](mailto:cfuhrman@thefirstteegreatercharlotte.org)