



Western Province Golf

Royal Cape Golf Club, 174 Ottery Road, Wynberg 7800
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NPO Registration Number 296-572

31 March 2025

Job Title: General Manager of Golf Operations

Location: WP Golf, Royal Cape Golf Club, Cape Town

Reports To: President (Executive Committee)

Employment Type: Full-Time

Job Summary:

The General Manager of Golf Operations will oversee all aspects of golf administration, development, and strategic operations for WP Golf. In this role the candidate will be responsible for governance of all golf operations including, tournaments and leagues, financial management, stakeholder engagement, marketing.

The position requires a candidate with a keen eye for detail, strong written and verbal communication skills, excellent interpersonal abilities, and proficient computer skills, including MS Office.

The ideal candidate should have a strong background in golf administration and operations, leadership experience, and a passion for talent development and the sustainability of the sport.

Key Responsibilities:

1. Governance & Compliance

- Ensure all golf activities align with WP Golf constitution, policies, and national/international golfing regulations (e.g., GolfRSA, R&A, PGA). Safeguarding WP Golf remains compliant and competitive taking new trends and developments in the golfing industry.
- Work closely with the President and Executive Committee to develop and implement strategic initiatives for golf growth and sustainability.

2. Golf Operations & Financial Management

- Oversee daily golf operations, ensuring efficiency, budget management, and optimal resource utilization.
- Managing and assigning staff duties to ensure maximum productivity. Responsible for the performance of operations staff.
- Assist with the development and implementation of strategies for the growth and long-term sustainability of WP Golf.
- Manage budgets, control expenditures, and support the Finance Committee in financial planning.
- Monitor club membership trends, tournament participation, and all revenue streams to develop strategic plans.

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3. Player & Talent Development

- Assist with high-performance programs, junior golf development, and elite player pathways.
- Establish strong relationships with coaches, selectors, and players to nurture talent and promote inclusivity.
- Develop and oversee training structures, coaching programs, and talent identification initiatives.
- Support selection committees in identifying and preparing squads and teams for tournaments.

4. Tournament & League Management

- Oversee the planning, organization, and execution of local, national, (and international tournaments, when required).
- Manage the administration of tournaments, player rankings, club rota, and annual fixture lists.
- Ensure the national handicapping system and tournament administration platforms are functioning correctly on all WP Golf platforms.
- Train staff in tournament administration, rules compliance, and golf-related operations.

5. Stakeholder Engagement & Partnerships

- Serve as the primary liaison with golf clubs, associations, sponsors, and all stakeholders.
- Strengthen relationships with all key stakeholders, including players, coaches, government departments, and corporate sponsors.
- Assist with fundraising and securing sponsorships for WP Golf tournaments, teams, and developmental initiatives.
- Ensure website and social media communications are accurate, timely, and effectively managed.

6. Transformation & Inclusion

- Drive transformation initiatives to grow grassroots participation and promote golf as an accessible and inclusive sport for all communities.
- Support the implementation of programs and initiatives that support previously disadvantaged players and encourage inclusivity.

Qualifications & Experience:

✓ Bachelor's degree in Sports Management, Business Administration, or a related field (preferred). Minimum Grade 12.

✓ Minimum of 5 years proven experience in golf administration and/or sports management (federation, club, or related field).

✓ Strong knowledge of R&A Rules of Golf (Level 2 certification preferred), tournament structures, team management, and player development pathways.

✓ Experience working with stakeholders such as GolfRSA, CMASA, PGA, and other governing bodies.

✓ Financial management experience, including budgeting, expenditure control, and related computer skills.

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✓ Excellent leadership, strategic planning, communication, and negotiation abilities.

✓ Familiarity with golf handicapping and tournament administration systems.

Preferred Skills:

✓ Experience in sponsorship acquisition, and event management.

✓ Knowledge of transformation policies and inclusivity initiatives in the sport of golf.

✓ Extensive marketing experience with a strong understanding of leveraging social media as a strategic tool

✓ Ability to manage and lead staff, ensuring optimal performance and accountability.

Working Hours:

- Monday to Friday (08h30 – 16h30)
- Weekend and/or longer working hours required during tournaments and special events.

Application Process:

Interested candidates should submit a **Curriculum Vitae, Cover Letter, and References** to Michele Kern at admin@wpgolf.co.za by **Friday 11 April 2025**.

WP Golf is an Equal Opportunity Employer.

Note: If you have not been contacted within one week of the closing date, please consider your application unsuccessful.



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Maureen Weimar
Western Province Golf | President

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