

GAP Tournament Manager



Position: Tournament Manager

Broomall, PA | Reports to: Director of Competitions

Make Your Mark on Championship Golf

Help deliver exceptional competitive golf experiences across one of the most passionate golf regions in the country. You'll play a key role in executing nearly 200 days of competition each year.

About GAP

Founded in 1897, the Golf Association of Philadelphia (GAP) is the nation's oldest state or regional golf association. GAP is the USGA's Allied Golf Association in the region, serving 350 Member Clubs and more than 139,000 golfers across Eastern Pennsylvania, Delaware, and parts of New Jersey.

What You'll Do

- Support and execute tournaments across the full schedule
- Execute pre-tournament operations, including site visits, pairings, player materials and local rules
- Coordinate volunteers and on-site logistics
- Assist with golf course setup and championship preparation

What We're Looking For

Must-Haves

- Strong knowledge of the game of golf
- Excellent attention to detail and organizational skills
- Ability to work independently and as part of a team
- Strong communication skills
- Working knowledge of the Rules of Golf (or willingness to learn)



GAP Employment Opportunity

GAP Tournament Manager



Recommended Skillsets

- Experience with Golf Genius or similar tournament software
- Prior experience in tournament operations or golf administration
- Bachelor's degree

Why This Role is a Great Opportunity

- Be part of one of the most respected golf associations in the country
- Play a hands-on role in delivering high-level amateur championships
- Work closely with top clubs, players, and volunteers in the region
- Gain experience across all aspects of tournament operations
- Join a collaborative, passionate team environment

Compensation & Benefits

- Competitive salary (commensurate with experience)
- Health and life insurance
- 401(k) with employer match (after 6 months)
- Paid time off, holidays, and floating holidays
- Association-sponsored events and golf opportunities
- Golf/business casual work environment

How to Apply

Send your resume and a brief cover letter to jobs@gapgolf.org

Subject line: Tournament Manager

Applications will be reviewed on a rolling basis.



GAP Employment Opportunity