

BMW Championship

COMPANY: Western Golf Association – www.wgaesf.org

EVENT: 2019 BMW Championship – www.bmwchampionship.com

LOCATION: Tournament Headquarters – Medinah Country Club, Medinah, IL

TERM: May 20th, 2019 – August 30th, 2019

- 40+ hours per week, overtime as needed

COMPENSATION: Hourly rate of \$8.25/hour

OVERVIEW:

BMW Championship

The 2019 BMW Championship will be played on August 13-18, 2019 and will bring a field of the top 70 PGA TOUR players in the FedExCup standings to Medinah Country Club. Players expected to compete include Tiger Woods, Rickie Fowler, Dustin Johnson, Phil Mickelson, Jason Day, and Rory McIlroy. The tournament dates back to 1899 when it debuted as the Western Open, making it the third-oldest tournament on the PGA TOUR schedule, behind only the British Open and U.S. Open. BMW has sponsored the tournament since 2007 when it became the penultimate event of the PGA TOUR's FedExCup Playoffs. Since 2007, the BMW Championship has contributed more than \$28 million to the Evans Scholars Foundation, the event's charitable beneficiary.

Western Golf Association

The Western Golf Association conducts six national golf championships and sponsors the nationally acclaimed Evans Scholars Foundation. Headquartered in Golf, Illinois, the organization was founded in 1899 by 11 Chicago-area golf clubs to promote their interests in golf. In addition to the BMW Championship, the WGA conducts four prestigious amateur championships, the Western Amateur, the Western Junior, and the Women's Western Golf Association's Amateur and Junior championships. Starting in 2019, the WGA also is conducting the Evans Scholars Invitational on the Web.com Tour.

Evans Scholars Foundation

Established by famed amateur golfer Charles Chick Evans Jr., the Evans Scholars Foundation provides full housing and tuition college scholarships to high-achieving caddies from across the country. The Program, supported by the Western Golf Association, is funded by contributions from more than 31,800 donors nationwide, including Evans Scholars Alumni, as well as proceeds from WGA championships. Since the Program's inception in 1930, more than 10,800 caddies nationwide have graduated as Evans Scholars.



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POSITION TITLE: Championship Assistant - Internship

REPORTING TO: Jeff Lapsansky, Director of Ticket Sales & Marketing; Collier Wiebe, Manager, Client Services

RESPONSIBILITIES: The primary duties of a championship assistant are outlined below. As the tournament nears, other duties may be assigned by the senior vice president, tournaments.

Ticket Sales & Service:

- Manage the Championship ticketing system (Ticketmaster) processing phone orders and managing data for the 2019 BMW Championship
- Provide customer service to those inquiring about tickets or spectator information
- Identify and sell available individual and group ticket inventory by generating leads through outbound calls
- Manage ticket fulfillment and distribution, both physical and electronic tickets
- Assist development and distribution of promotional materials
- Assist with fulfillment of marketing partners trade packages
- Inventory and organize tickets
- Prepare credential boards and admission policy documents for Championship week
- Assist the tickets & admissions office operations throughout Championship week

Corporate Sales & Service:

- Make phone calls to corporate supporters for the BMW Championship
- Data entry and database management
- Contract and invoice distribution and tracking
- Preparation for corporate supporter days, including documents and binders

REQUIREMENTS:

- Highly motivated and enthusiastic with strong interpersonal skills
- Excellent verbal and written communication skills
- Undergraduate or graduate student, majoring in Sports Management, Marketing, Business, Communications or a related field
- Computer skills – Microsoft Word and Excel. Any database or ticketing system experience is a plus
- Previous sales or event operations experience is a plus
- Available full time beginning in May, through the BMW Championship in August
- Candidates are required to have transportation and local housing in the Chicagoland area

Send cover letter and résumé to Jeff Lapsansky at lapsansky@wgaesf.org by March 17, 2019.