



The Lothians Golf Association
Post of Secretary/Treasurer



The Association is looking to appoint a new Secretary/Treasurer with effect from January 2019.

The Secretary/Treasurer position is home based and involves flexible working (on average 21 hours per week throughout the calendar year).

Experience of working in a leadership role allied to an ability to work on one's own initiative and in possession of sound principles and personal integrity are key requirements to successfully fulfil the role. Excellent organisational and communication skills are also essential, as is an enthusiasm for the game of golf. Experience of Golf Club administration or of working in a sporting environment is desirable

A knowledge of book keeping would assist and the candidate must be IT literate.

To note an interest in the position and for further details of the recruitment process, a copy of the role description and the honoraria available to the successful candidate, please contact:

LGARecruitment@edgewood.org.uk

Closing date for applications is Monday 29 October 2018