

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

PROSPECTIVE AFFILIATION AGREEMENT

Agency / Facility Information Sheet

This information collected on this sheet will be used to complete a formal agreement with your institution.

Today's Date: 03/23/19

Agency Name: The First Tee

Address: 915 Mulberry Ave San Antonio, TX 78212

Phone Number: 210-736-9592 Email address: patrick@golfsa.org

1. Please briefly describe the scope of your facility/agency's work. Printed brochures or fact Sheets explaining your organizational goals may be attached.

**To maintain the status of Golf San Antonio as the leading organization in promoting and managing amateur golf programs in greater San Antonio**

2. Indicate the most appropriate person(s) to contact within your facility/agency regarding internship possibilities.

Name: Patrick Kisomanga Title/Responsibility: Program Director

Phone #: 210-736-8701 Office Address: 915 Mulberry Ave San Antonio, TX 78212

Email: Patrick@golfsa.org

3. Briefly describe the internship experiences available with your facility/agency.

**-Amateur Championships**

**-Participate in planning for new and existing amateur championships**

**-Develop registration template to be used for all amateur events**

**-Develop and maintain database of all amateur golf activities**

**-Maintain updates on amateur golf activities for the GSA website**

**-Manage amateur registration process and on-line applications**

**-Prepare all tournament materials**

**-Participate and eventually oversee operations in all Golf San Antonio**

**Championships**

**-Attend all pre-tournament site visits**

**-Assist with course set-up and marking**

**-Assist with development of future event budgets**

**-Prepare post-event surveys**

**-Attend monthly rules meetings**

**-Organize rules seminars**

**-Communications and media relations:**

**-Take pictures at all events**

**-Prepare and distribute media alerts and press releases**

**-Notify press of pairings and results**

**-Administration:**

**-Respond to general public on Amateur inquiries**

**-Prepare Advisory Committee materials**

**-Record minutes of Amateur Advisory Committee meetings**

**-Prepare report to GSA Board outlining City Championship results**

**AJGA Valero Texas Open Shootout**

**-Assist Tournament Director with tournament administration**

**-Valero Texas Open**

**-Manage web-based registration program for Pro-Ams**

**-Assist with Pro-Am tournament administration**

4. Are there any restrictions to an internship that the student or university should be aware of? Will this be a paid position? **No restrictions; This is not a paid internship.**

5. Is your organization a HIPPA covered agency? YES \_\_\_\_\_ **NO X** \_\_\_\_\_

6. Do you require background checks for interns? YES \_\_\_\_\_ **NO X** \_\_\_\_\_

7. Are you available for Fall 20 hrs/wk **YES** \_\_\_\_\_, Spring 20 hrs/wk **YES** \_\_\_\_\_, and Summer 30 hrs/wk **YES** \_\_\_\_\_