

**RINGER CHAIR
JOB DESCRIPTION**

Revised 09-21-22

REFERENCES:

- By-Laws & Standing Operating Procedures.
- Specific SOP reference.

GENERAL

1. All members of the Board of Directors and Committee Chairs should be familiar with the By-Laws and Standard Operating Procedures for our club, as these are the sources of authority and guidelines for conducting association business. The references cited below are particularly pertinent to this position.
2. The Board of Directors will determine, a.) the entry fee amount, b.) the duration of competition, c.) Play Days that are excluded from Ringer.
3. The #2 Tee Participants will be flighted and the #2-3 Combo Tee Participants will be flighted.
4. The Ringer Chair may select a Co-Chair to assist her with her duties.

DUTIES:

1. Advertising for the Ringer Tournament may be done by requesting the Captain to send out an e-mail "blast" to all members stating Ringer sign-ups and entry fee (Currently \$5) will start the first Thursday in January. There is no deadline for entry. There is no requirement for rounds played.
2. The Chair should remind members at every lunch through March, to sign up and pay their Ringer entry fee. Only scores from paid members will count for Ringer scores.
3. The Chair might suggest to members to keep their own Ringer scores (best Gross score on each hole) to serve as a check on the accuracy of the Golf Genius program.
4. Beginning the first Thursday in April, the Chair can announce monthly that a member may still sign up and pay for the Ringer.
5. The Chair will remind participants and the Pro Shop that the scores on Ringer are recorded for regular Sweeps play days only, **NOT for special tournaments, guest days, team events or other non-sweeps days.** These days are designated by the ringer Chair and the Captain at the beginning of the year.

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6. The Pro Shop, using Golf Genius, records the Net Ringer results for each player using their current handicap for that week. The Pro Shop sends the Ringer Chair an email each Play Day with the updated scores.
 7. Each quarter the Chair will ask the Captain to send out a "Blast" showing the latest updated sheet.
 8. At the end of October, the Pro Shop sends the Chair, the compiled final report of the best Net scores for each player, based on their current handicap for each of the Play Days.
 9. The Chair will determine the winners in the following manner:
 - a. One third of the field will be paid
 - b. The number of flights is determined by the number of participants.
 - c. There will be three to five Low Nets in each flight, depending on participation.
 - d. There will be one overall Low Net for the Tournament
 - e. Ties will be broken using the USGA tie breaker method, best back 9, back 6, etc.
 - f. This tournament is financially independent and self-sustaining with money collected from the tournament fees.
 - g. Awards are presented at the November General Meeting
 - h. Payment envelopes with cash are made up by the Ringer Chair.
 10. The Chair will produce written records of the results and dollar amounts of the awards. These records are to be posted on the bulletin board and a copy placed in the Ringer binder.

ADDITIONAL RESPONSIBILITIES:

1. The Ringer Chair will update the current Job Description, as appropriate, and submit a copy to the Policies and Procedures Administrator and the Captain.