

# BIRDIE/BREAK PIN CHAIR JOB DESCRIPTION

Revised 10-05-22

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**A. REFERENCES:**

1. SOP's – E. Awards, item 5 & 7

**B. GENERAL INFORMATION:**

1. A pin is awarded for each first-time birdie on a regularly scheduled Play Day or Saturday. A Member receives only one pin during the calendar year, i.e. January 1 through December 31.
2. Most Birdies award count for the year will stop the last Play Day of November.
3. Birdie count for the Most Birdies is from the #2 & 3 Combo and #2 Tees ONLY.

**C. BIRDIES - DUTIES:**

1. Keep a record of each week's birdies which contain the date, player's name and hole number.
  - a. Saturday Birdies only count for the "most birdies" award if the player did not golf on the previous Thursday.
  - b. Saturday birdies, eagles, and hole-in-ones should be e-mailed to the Birdie, Break Pin Chair.
2. Obtain list of birdies each week from the Birdie Book, Birdie Book Chair, or the Publicity Chairman.
3. Award Birdie Pins earned in preceding month at the Captain's Trophy Day meeting.
4. Prepare yearly statistics: who had the most birdies, which hole had the most birdies and total number of pins earned.
5. Announce the winner of Most Birdies at the Christmas luncheon. Ask Publicity Chairman to publish this info in her column in The Villager.
6. Announce how many Birdies were had by the whole Membership, which Hole had the most Birdies, and how many pins were given out.
7. Pins may be ordered in the pro shop or outside vendor.

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**D. BREAK PINS – DUTIES:**

1. Break Pins are awarded “only the first time”. Keep a record of break pins for members who break 100, 90, 80, or 70 on Thursday or Saturday Play Days.
2. Award Break Pins earned in the preceding month on the Captain’s Trophy Day.
3. Break pins are awarded from the #2 or #2 & 3 Combo Tee’s

**E. EAGLE PINS**

1. Eagle Pins will be awarded to each player for their first eagle of the year.
2. Keep a record of each week’s eagles which contain the date, player’s name and hole number.

**F. “SHOT MY AGE” RECOGNITION**

1. The player’s picture may be taken and included with recognition in the Villager article for the 18-Hole Women. Request Captain to “Blast” the recognition to the Membership.

**G. END OF YEAR**

1. This Job Description is to be updated each year, as appropriate. Give one copy to the Captain with your Final Report and one copy to the Policies and Procedures Administrator for record keeping.