



**Better
Through
Golf**

Chicago District Golf Association • CDGA Foundation
11855 Archer Avenue • Lemont, IL • 60439
www.cdga.org • www.cdgafoundation.org

CDGA FULL-TIME INTERN

The Chicago District Golf Association (CDGA) brings the benefits and resources of the golf game into the lives of individuals with disabilities, veterans and youth throughout the Chicago District through its Sunshine Programs. Programs are best exemplified by the Sunshine Through Golf camp program, a golf program for individuals with disabilities, our Veterans programs, and serving as the service provider for Youth on Course in Illinois.

Position: 2026 CDGA Full-time Internship

Internship Duration– (May 15, 2026 - Anticipated ending date October 31, 2026)

Summary of Responsibilities

- Work with programs aimed at individuals with disabilities, veterans, and youth, also known as Sunshine Programs
- Assist in the planning, coordination and on-site management of CDGA Foundation fundraising events
- Assist with programming at the Bob Berry Sunshine Course and handle on-site camp arrangements
- Assist the Manager of Sunshine Programs in conducting fundraising activities at various CDGA Social Competitions
- Support and help operate Veteran Social Competitions, including event set up, registration and on-site operations
- Assist with the planning, on-site operations, and support at the Chicago Adaptive Open at Fox Bend Golf Course
- Assist with the Chicago Police Department (CPD) Youth Golf Program Days, which include supporting instruction, set-up/logistics and participation engagement
- Represent the Foundation at various events and programs throughout the Chicago District on behalf of the CDGA
- Work with Special Recreation Associations, Golf Professionals, and Organizations dedicated to promoting golf and community development
- Assume responsibility for operating several Sunshine Program projects, such as equipment, award distribution and thank you for follow-up for the camp program (over 90 different camps yearly)
- Assist the CDGA Fundraising staff with daily office activities such as Data Entry and administration support
- Gain exposure to all facets of the golf association by working with multiple CDGA departments on various projects as needed

Requirements

- Willingness and ability to travel the Chicago District extensively (will be attending numerous Sunshine Programs and Foundation fundraising events)
- Strong leadership potential, desire for personal and professional growth, and an interest in public service
- Strong analytical, written, and verbal skills
- Basic understanding of using a DSLR camera for photos and video content
- Familiar with Windows Office programs (Outlook, Word, Excel, etc.)
- Commitment to teamwork and a collaborative working environment
- Reliable transportation is necessary
- Appreciation for the impact golf can have on the lives of individuals with disabilities, veterans, and youth



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