

**Job Position:** Marketing Coordinator

**Job Type:** Seasonal, part-time (16-24 hours per week)

**Location:** On-site, Pemberton, BC

**Compensation:** \$24-28 per hour, depending on experience

**Start Date:** April 2026



### **About Big Sky Golf Club**

Consistently ranked as one of the top courses in Canada, Big Sky Golf Club offers an unmatched golf experience at the foot of the majestic Mount Currie in Pemberton. We pride ourselves on our pristine course conditions, high-end guest service, and a team environment that is as professional as it is friendly. Our passionate team delivers an unparalleled golf experience.

### **The Role**

We are looking for a creative, organized, and energetic Marketing Coordinator to help grow the Big Sky Golf Club community and brand. This role is perfect for a social media-savvy, self-starter who loves the game of golf (or the lifestyle surrounding it!) and knows how to use digital and traditional marketing to drive tee-time bookings, event registrations, restaurant traffic, membership inquiries and more. You will help support our goal of keeping our fairways full and our clubhouse buzzing by creating engaging content and managing our outward-facing communications.

Working closely with the Communications Lead and General Manager, you will be a key player in executing our digital strategy, capturing the beauty of the course, and engaging with our community both online and on-site.

### **Key Responsibilities**

- Social Media:
  - Create, schedule and post engaging reels, stories, and posts for our Instagram and Facebook channels
  - Write engaging captions and copy to drive user interaction, applying Big Sky's voice and style and maintaining a professional image
  - Capture high-quality, unique photos and videos of the course, events, our staff/customers, and dining experience
  - Edit and utilize raw photos and videos from previous content shoots. Working knowledge of photo/video editing software (such as Adobe Photoshop, Adobe Lightroom, DaVinci Resolve, CapCut, Adobe Express or similar) or the willingness to learn, is required.

- Assist in responding to comments/messages and engaging with followers
- Monitor insights and adjust content strategies as needed for improvement
- Assist in the creation, execution, and monitoring of Meta Ad campaigns; while not a requirement, a foundational grasp of Ads Manager is preferred
- Create digital and physical signage (flyers, cart signs, etc) to promote events, specials, service and product offerings, and operational updates, in addition to restaurant menus and various other materials as needed
- Assist the General Manager and Communications Lead in brainstorming and implementing seasonal marketing strategies to drive tee-time bookings, restaurant traffic, wedding enquiries and brand awareness
- Provide on-site marketing support during tournaments and club events, as needed
- Be a "team player" by assisting with various administrative and promotional tasks as needed to support the club's success while amplifying our brand awareness

### **Qualifications**

- Current enrollment in or completion of a Marketing, Communications, or Graphic Design program (preferred but not required)
- Strong proficiency in social media platforms (specifically Meta, Instagram and Facebook) with experience executing organic posts/stories, paid ads, and reporting
- Experience with content creation tools (e.g., Canva) and photo/video editing software
- Excellent written and verbal communication skills
- An eye for photography/videography and aesthetic detail
- Ability to work a flexible schedule, including weekdays, weekends, and evenings as needed to capture peak club activity and events
- Knowledge of golf is an asset, but a passion for hospitality and sport is a must!

### **Why Work at Big Sky?**

- Be a part of a friendly team environment
- Retention bonus available
- Discounted meals & merchandise
- Golfing privileges

### **How to Apply**

Please submit your resume and one recent piece of work to [ckohls@bigskygolf.ca](mailto:ckohls@bigskygolf.ca).

Big Sky Golf Club is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted.