

Harbor Club Starter/Ranger Responsibilities

We answer to the Pro Shop, but we represent Harbor Club and our Neighbors.

Benefits

- Free Cart/Trail Fee
- On working days:
 - Free Fountain drinks
 - 50% off on food
- Green fees and carts for your 4-some and Spouse/SO 4-some (**except Masters Week**).
- Cost plus 10% on Pro Shop purchases.
- Starter Shirts (2) are provided by the Pro Shop.

Responsibilities

- **Night before, Pro Shop will send you an email with Tee Sheet**
 - Outside Groups
 - Slow Playing Groups
- **Arrive 30 minutes before 1st Tee Time:**
 - Park over at Cart Barn
 - Grab any cart
 - Get 4-6 Sand Bottles
 - Go by the Course Condition sign back of #1 Tee and check message sign and the Sand Bottles
 - Let Cart Staff know if Sand Bottles are needed on 1st Tee
 - Go to Pro Shop and check in
 - Get Clipboard with Tee Sheet and Radio
 - Get about 10-12 Pin Sheets
 - Get about 4-5 Score Cards
 - Get a couple of extra pencils
 - Get 3-4 Towels
 - As you go down the hill to the Driving Range check the Course Condition sign and the Sand Bottles by the #10 Tee
- Go down to the Range and make sure the Range is set up with Balls and Balls on the Putting Green (make sure Newest Balls on putting Green).
 - Also keep up with balls on Range as the day goes on and let the "Outside Staff" know when you need more balls. Keep in mind that it takes 30 minutes to pick the range and wash balls.
- Have golfers ready to go to the 1st tee 5-Minutes before Tee Time. **Not before 1st Tee Time.**
- # Carts allowed for each group; 2=1 Cart, 3=2 Carts, 4=2 Carts, 5=3 Carts.
- Write the Cart #'s on Tee Sheet by each Tee Time.
- Notify all golfers if we are Cart Path Only.
- **Ask outside groups if they have played HC before and if not, take them to the 1st Tee to go over the following:**
 - **Tees? Try to steer them to the forward tees (Green/White/Sr).**
 - Cart Path Rules (Black Posts with White Stripes), CPO.
 - Yardage Markers on Cart Paths, Sprinkler heads and Discs in the fairway,
 - Does each cart have a Pin Sheet?
 - Yardages are to the Middle of the Green and use the Pin Sheet to Plus or Minus to get correct yardage to the pin.
 - Beverage Cart will be going around
 - The Turn House between #9 Green and #1 Tee is open on Friday-Sunday
 - If you want to order food at the turn, please call your order in on #8 Tee (706-453-7111).
 - Restrooms are located (Holes #1, 5, Clubhouse and #14).
 - Ask where they are from and Thank them for coming.
- **Make a list of Players in the Lambo, Tuesday and Thursday groups to take to the Pro Shop after they Tee Off.**

- **2:15 Turn time (USGA suggests 15 minutes per hole).** As you ride the course 15 minutes is an easy way to calculate where a group should be. Ex. Hole 7 walking off Green 1:45.
 - If there is a gap between 4-somes doesn't mean the next 4-some is playing slow
 - Backside plays longer than front so pay more attention to the back 9.
 - If a group falls behind more than a hole than ask to "Please" pick up the pace. 2nd time warn them if they do not close the gap, they will be asked to skip a hole next time you come by. If they refuse, contact Pro Shop.
 - Keep in mind some play too fast (Lambo Group, Ed Fahey, etc.) so if a group is on time (15 minutes per hole) that is ok.
- If a group is not obeying the Cart path rule do the same as slow play.
- **On MGA Tournament days, make sure the last group starting on Back 9 gets to #1 before you let the 1st tee time go off.**

Outside Tournaments

- **Arrive 2 hours before Start Time**
- Get Tee Sheets/Hole Assignments, ABC List of Players and Radios from Pro Shop
- Take out Closest to Pin and Long Drive signs. Place on the first cut as you walk onto the green.
- Get the "BUS" out and wipe down
- One Starter takes Players up and down to the Driving Range. One Starter helps with shuttling players from the Cart Barn parking lot:
 - **Have all Players back up to their carts 15 minutes before Start Time for announcements**
 - **One Starter park your cart in front of the #1 Team** as announcements are being made and lead them to the split behind the #9 Green. Direct the players on Holes 1 thru 5 to go up the path towards #1. Players on holes 6 thru 9 will go towards #9 Tee.
 - **One Starter park your cart in front of the Pro Shop** and lead Players down the hill towards the Putting green and park your cart on the pine straw to right of cart path heading towards #1 tee.
 - Direct the Players on holes 15-18 towards #18 and the Players 10-14 towards #10.
- After getting Players started check with the Tournament folks and see if they have any food or beverages left over for the Starters
- Go behind the #9 Green near the Restrooms and eat your lunch and make sure Players coming off #9 go to #10
- After eating lunch drive the course and make sure the Players are obeying the Cart Path Rules and taking care of the course.
- **When picking up Hole Signs, CTP and LD signs, on the front go to #8 tee box** and work your way back to #1 picking up #9 as you come off #2. On the **back go to #16 Tee** and work your way back towards #10. After picking up #10 pickup #17-18.
- Make sure all signs, tents and coolers are off the course (we do not pick up Coolers and Tents, just notify Pro Shop)

Couples (Wednesdays), make sure course is clear for shotgun start.

Miscellaneous

- Wave to the Grounds crew to show appreciation for their efforts.
- Pick up trash as you are riding around.
- Check Sand Bottles on holes #1 and #10 during the day.

Scheduling

- You will receive an email requesting dates you will **not** be able to work.
- Calendar/Daily Schedule will be posted on the MGA website under the "Admin/Rangers" tab.
- If you need to make a change, go to HCMGA website: "Admin/Starters/Daily Schedule".