

Professional Portfolio

Tournament Operations

I've been involved in tournament operations since the start of my career in the UCCS PGA Golf Management Program, where I served as an Assistant Tournament Director for three years. Since then, I've run hundreds of successful events, demonstrating a critical attention to detail, versatility in Golf Genius software functions, and improvement to long-standing tournament offerings.

For example, this is the site I created for our Men's Member-Guest, The Classic. Previously, the club had never used an online registration tool to gather player information and provide event details, so this was a welcomed and noticeable improvement to the past.



Calligraphy and tournament scoring has always been a passion of mine, and the examples shown are a couple of the many scoreboards I have designed and completed.

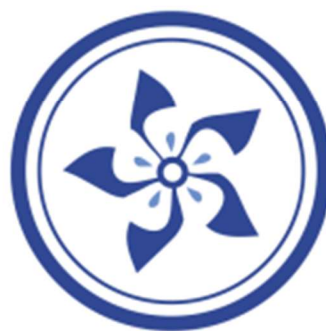
The image shows two examples of hand-drawn tournament scoreboards for the "2015 Couples Club Championship". Each scoreboard is divided into two sections: "Championship Flight" and "Sun Flight". The "Championship Flight" section lists the names of the competing couples and their scores. The "Sun Flight" section lists the names of the competing couples and their scores. The scoreboards are hand-drawn with a grid layout, using various colors and fonts to organize the information. The "Championship Flight" section includes a "Total" column for each couple's score. The "Sun Flight" section includes a "Total" column for each couple's score. The scoreboards are designed to be easy to read and visually appealing.The image shows a large, detailed hand-drawn tournament scoreboard for the "2015 Couples Club Championship". The scoreboard is divided into several sections: "PRACTICE ROUND - 4/18/15", "FLIGHTS & 1st", "FLIGHTS & 2nd", "FLIGHTS & 3rd", "FLIGHTS & 4th", and "FLIGHT TIE BREAKER". Each section contains a grid of scores for individual players and couples. The "FLIGHT TIE BREAKER" section includes a "Total" column for each couple's score. The scoreboard is hand-drawn with a grid layout, using various colors and fonts to organize the information. The "FLIGHT TIE BREAKER" section includes a "Total" column for each couple's score. The scoreboard is designed to be easy to read and visually appealing.

PGA Internship Program

While at Columbine CC, one of my main duties each season is to recruit, hire, train, and evaluate a class of seasonal PGA Golf Management Program interns. I have successfully hired and developed 20 interns in the last three years from eight different university programs. The document you'll find below is what I created to send to universities and interested candidates.



Columbine Country Club Internship Program



Mitchell Gore, PGA
Head Golf Professional
mgore@columbinecc.com
303.794.6333



Columbine Country Club Internship Program



Host of the 1967 PGA
Championship

Columbine C.C. Internship Highlights

- Housing Provided!
- Learn from 7 Class-A Golf Professionals
- Play golf at a Championship golf course
- Meet interns from other schools
- Extra Income - Junior Golf
- Free Uniforms & Employee Meals
- Earn a Holiday Bonus
- Intern Contests (shoes, Par 3, spot awards)
- Coach Junior Golf (200+ kids enrolled)
- Learn Golf Genius and Tournament Operations
- ForeTees, Operation 36, Trackman, Golf Genius, and Club Essential software training and experience
- Host of the 1967 PGA Championship
- US Open Sectional and US Amateur Qualifiers
- LPGA host facility - 5 LPGA Events Hosted
- Distinguished Clubs Exceptional Status - 2025

GOLF GENIUS
SOFTWARE

36 OPERATION
THIRTY SIX

TOP 50
GOLF TEACHERS
kids teacher



**AGM Platinum Award
Golf Shop
2017-Present**

**Colorado PGA
Merchandiser of the
Year - Private
2022**



**Distinguished Clubs
Exceptional Status
2025**

**\$25 Million
Clubhouse
GOLF Inc. Magazine
Clubhouse of the Year
2018 (Private)**



"The Bunker"

**Indoor teaching and
practice facility,
recently updated to
full Trackman
technology**



2025 Intern Class



2023 Intern Class



2024 Intern Class

Internship Program (3-7 months)

Compensation and Benefits

- **FREE HOUSING** provided by the club
- \$17/hour, 38-42 hours/week
- 5-Day Work Week
- \$500 additional Junior Golf Income
- Meals and uniforms are provided at no charge
- Full practice and playing privileges

Qualities of the Successful Candidate:

- Currently enrolled in PGM Program
- Reliable and able to solve problems and work independently
- Working knowledge of Microsoft Word and Excel platforms
- Passion for the game of golf and helping others on and off the course

Summary

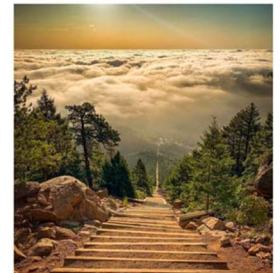
- Hiring 5-6 interns to fill both Outside Staff and Golf Shop positions
- 70+ Interns mentored and advanced
- Customized, and well-rounded internship - we will expose you to all areas of the operation!
- We take Level I, II, and III interns - all are encouraged to apply!

Major Responsibilities

- Manage the Championship and Par 3 Course (scoring, organizing, and staffing golf tournaments)
 - Assist with the Couples Club Championship, Guest Days, and other Holiday Tournaments
- Assist the Professional Staff with the Junior Golf Program (200+ kids), 3 PGA Jr. League Teams
- Instrumental team member in both Men's and Women's Member-Guest tournaments
- AGM Platinum Golf Shop - \$1M in sales and "AGM Best of Best"
- Lead a team in developing customer service initiatives
- Opportunity to observe the Golf Professional Staff in lessons and club fittings

****Interested Applicants: Please send cover letter and resume to
Mitchell Gore, PGA at mgore@columbinecc.com****

Why Colorado?



Testimonials

"I learned the most out of any internship while at Columbine."

-Tommy Reckart, Campbell University

"You gain a lot of experience in all facets of the golf operation and the full-time assistants are fabulous to work with."

-Davis Markham, Mississippi State University

"One of the best, most respectful memberships I have ever worked for!"

-Will Parker, Methodist University

"The entire golf staff was awesome to work with! They made me feel my job was important."

-Adam Johnson, New Mexico State University

"Thank you for all your help, I really enjoyed my time at Columbine. I appreciate everything you did for me!"

-Derek Carlson, University of Lincoln Nebraska



Intern Plaque

All former Columbine PGA Interns are proudly displayed on this plaque in the Golf Shop. This is the network and family our interns take with them as they move forward in their careers in the golf industry.



Member Experience

PGA Championship Weekend – Each year, we bring out our PGA Championship replica Wanamaker Trophy during the weekend of the tournament. We set up a table and let all the members hold the trophy and take pictures with it next to the 1st Tee, which, as expected, is a huge hit. This is one example of the small touches that have made a positive impact on our member experience.

Radios with Earpieces – Another seemingly minor change we made in 2024 was a switch to wearing earpieces with radios. Before, we wore radios on our hips at high volume to hear radio communication between the Golf Staff, but I found it unpleasant in the eyes of our members and personally didn't think they should have to hear our radio chatter. I suggested we all wear earpieces (not a popular suggestion), and since we started, we've received countless compliments on how professional it looks and how nice it is not hearing the radios blaring. In fact, our communication has improved with the earpieces because the message is clearer, and we use them more freely knowing the members won't be hearing the radio chatter.

Golf Shop Golf Genius Software – Starting in 2022, we implemented the use of Golf Genius' Golf Shop software to manage all member special-orders. The software has three main purposes for us, which are communication to the member regarding their order, documentation of all special-orders, and streamlining our special-order process between all staff members. With the software, all orders are stored in one place so when a member asks for the status or details regarding their order, everyone has access and can open and view the order within seconds. I can place an order today, and three days from now one of the other Golf Staff members can view it and track it. More importantly, when we place an order through the Golf Genius Golf Shop software, the member receives an email that the order was placed, and when we receive it, they also get an email that the order has arrived in the Golf Shop. We have less phone calls, less confusion, and a better buying experience for our members because of this feature.



GS ORDERS • SPECIAL ORDERS • DASHBOARD

SOFT GOODS | HARD GOODS | ACCESSORIES

Advanced Filter Expanded Search...

ORDERS TO PLACE	ORDERS PLACED	DELIVERED
	William Dunne Titleist - Custom Stamped Vokey SM10 60 Degree SO#: 1624-WDunne Vendor Confirmation Number: 142842 Ordered Date: 04/14/2024 Days in Stage: 32 Enter Shipping Next	Brendan Healey TaylorMade - MG4 Wedges w/ Proj X 10 6.0 52.09, 56.12-TW, ... SO#: 1630-BHealey Vendor Confirmation Number: 9635465 Ordered Date: 04/20/2024 Days in Stage: 16 Finalized Next
	Kathy Rivera Sun Mountain - Cart Bag in black diamond SO#: 1627-KRivera Vendor Confirmation Number: CE1-10078 Ordered Date: 04/17/2024 Days in Stage: 29 Enter Shipping Next	Jill Gass Titleist - Vokey SM10 58.12D Wedge Tensei AMT Red Senior Fl... SO#: 1631-JGass Vendor Confirmation Number: 03939513 Ordered Date: 04/21/2024 Days in Stage: 16 Finalized Next
	Donald Steiert Ping - BLK, Ball Pocket, CC - Hooper 14 in Black SO#: 1626-DSteiert Vendor Confirmation Number: 5349593 Ordered Date: 04/17/2024 Days in Stage: 29 Enter Shipping Next	Brian Mackey Peter Millar - Peter Millar Dazed and Transfused Polo Size: La... SO#: 1629-BMackey Vendor Confirmation Number: RSK 523260 Ordered Date: 04/20/2024 Days in Stage: 12 Not Finalized

HELP

Merchandise Buying/Budgeting

One of my most important responsibilities every year is our annual hardgoods pre-book order. Coming from a club-fitting background, hardgoods is an arena I'm very comfortable in. Columbine CC's annual hardgoods pre-book is roughly \$100k, and historical sales and forecasts heavily influence each year's buy. The images below are from our hardgoods historical sales and hardgoods pre-book documents. I'm solely responsible for the accuracy and upkeep of both documents, and use them each year to forecast the upcoming year to tighten the buying process as much as possible.

I use our historical sales data to forecast next season's pre-book orders, keeping in mind cash-flow and when each product should arrive in our Golf Shop. This document has historical sales for the past decade by brand, units, and month sold.

Bridgestone Tour													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	12	4	2	4	5	6	1			
Feb	4	2	4	5	0	1	0	2	0	4			
Mar	0	0	4	8	8	7	5	0	0	5			
Apr	8	11	4	15	1	3	0	17	6	5			
May	10	15	4	27	13	11	12	9	2	9			
Jun	43	17	8	31	19	17	20	14	6	16			
Jul	8	13	31	22	20	15	4	0	14	9			
Aug	8	31	7	15	12	10	20	20	15	12			
Sep	52	32	19	7	11	9	28	14	4	5			
Oct	22	15	27	0	2	3	6	11	8	18			
Nov	23	2	3	0	7	2	16	40	6	13			
Dec	2	9	0	0	1	1	16	25	1	4			
	180	147	111	142	101	81	131	157	68	101			

Bridgestone E Series													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	0	0	0	0	0	0	0			
Feb	0	0	0	0	0	0	0	0	0	0			
Mar	0	2	0	0	0	0	0	0	0	0			
Apr	15	8	0	6	0	0	0	0	0	0			
May	18	4	5	8	0	0	0	0	0	0			
Jun	9	6	7	13	0	0	0	0	0	0			
Jul	11	8	7	18	0	0	3	0	0	0			
Aug	35	1	3	6	0	0	21	0	0	0			
Sep	22	7	14	5	0	0	0	0	0	0			
Oct	0	26	4	0	0	0	0	0	0	0			
Nov	0	4	2	0	0	0	0	0	0	0			
Dec	0	0	0	0	0	0	0	0	0	0			
	110	66	42	56	0	0	24	0	0	0			

Bridgestone TOTALS													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	12	4	2	4	5	6	1			
Feb	4	2	4	5	0	1	0	2	0	4			
Mar	0	2	4	8	8	7	5	0	0	5			
Apr	23	19	4	21	1	3	0	17	6	5			
May	28	19	9	35	13	11	12	9	2	9			
Jun	52	23	15	44	19	17	20	14	6	16			
Jul	19	21	38	40	20	15	7	0	14	9			
Aug	43	32	10	21	12	10	41	20	15	12			
Sep	74	39	33	12	11	9	28	14	4	5			
Oct	22	41	31	0	2	3	6	11	8	18			
Nov	23	6	5	0	7	2	16	40	6	13			
Dec	2	9	0	0	1	1	16	25	1	4			
	290	213	153	198	101	81	155	157	68	101			

CALLAWAY TOUR													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	0	9	6	4	4	8	4			
Feb	0	26	10	6	4	2	0	11	0	16			
Mar	8	26	5	17	18	16	10	21	52	48			
Apr	4	20	14	15	13	12	30	69	57	67			
May	16	18	14	48	64	60	33	63	60	90			
Jun	20	41	22	31	28	45	143	90	101	106			
Jul	7	42	193	26	40	44	105	117	108	148			
Aug	11	93	17	26	84	80	85	206	159	85			
Sep	6	58	61	29	47	60	90	96	90	73			
Oct	0	29	19	27	22	20	96	80	86	62			
Nov	1	15	16	31	21	8	63	36	39	33			
Dec	15	23	0	12	34	56	60	40	63	54			
	88	391	371	268	384	409	719	833	823	786			

CALLAWAY OTHER													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	0	0	1	0	-6	4	8			
Feb	0	0	6	5	4	5	0	12	2	0			
Mar	0	4	4	9	22	23	0	20	22	28			
Apr	0	6	9	14	41	42	28	60	72	65			
May	0	14	12	18	39	41	62	58	185	82			
Jun	4	8	14	26	50	51	56	106	84	69			
Jul	4	12	115	34	35	36	57	60	75	127			
Aug	0	42	20	5	75	76	57	34	84	75			
Sep	4	5	4	5	59	55	45	21	74	116			
Oct	0	4	4	0	14	15	74	25	55	8			
Nov	0	0	0	0	5	5	4	34	15	11			
Dec	8	12	0	0	24	8	8	10	56	29			
	20	107	188	116	368	358	391	434	728	618			

CALLAWAY TOTALS													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	0	0	0	0	9	7	4	-2	12	12			
Feb	0	26	16	11	8	7	0	23	2	16			
Mar	8	30	9	26	40	39	10	41	74	76			
Apr	4	26	23	29	54	54	58	129	129	132			
May	16	32	26	66	103	101	95	121	245	172			
Jun	24	49	36	57	78	96	199	196	185	175			
Jul	11	54	308	60	75	80	162	177	183	275			
Aug	11	135	37	31	159	156	142	240	243	160			
Sep	10	63	65	34	106	115	135	117	164	189			
Oct	0	33	23	27	36	35	170	105	141	70			
Nov	1	15	16	31	26	13	67	70	54	44			
Dec	23	35	0	12	58	64	68	50	119	83			
	108	498	559	384	752	767	1110	1267	1551	1404			

TITLEIST PRO V1/AXV													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	-52	4	0	46	38	45	1	37	42	52			
Feb	30	3	35	36	46	50	31	29	27	20			
Mar	58	28	34	71	82	86	37	99	97	112			
Apr	63	47	59	56	63	70	117	105	182	117			
May	132	75	65	49	123	130	273	182	260	187			
Jun	374	135	118	32	176	180	253	362	343	311			
Jul	178	145	243	155	128	135	207	145	327	280			
Aug	133	134	117	142	181	190	343	267	334	265			
Sep	242	281	206	182	210	217	264	213	284	265			
Oct	114	117	118	36	159	149	188	155	260	222			
Nov	53	39	35	5	46	39	84	49	112	76			
Dec	179	147	0	0	100	198	180	155	258	201			
	1494	1155	1030	810	1352	1489	1978	1798	2526	2108			

TITLEIST NXT/Tour													
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.		
Jan	3	-9	0	0	0	0	1	10	0	0			
Feb	2	-47	0	6	4	0	0	-8	0	0			
Mar	19	0	0	9	8	9	0	0	0	0			
Apr	17	14	15	10	9	11	1	4	14	0			
May	30	11	9	11	12	12	22	0	2	6			
Jun	25	24	16	22	38	35	15	0	5	0			
Jul	30	29	30	15	18	19	42	13	24	0			
Aug	58	22	35	17	39	41	35	20	16	0			
Sep	56	33	36	5	28	29	8	105	0	0			
Oct	28	61	12	3	12	4	7	8	0	0			
Nov	11	4	8	1	0	4	1	0	4	0			
Dec	87	0	0	0	2	0	12	13	0	0			
	366	142	161	101	168	182	145	152	65	6			

	TITLEIST TOTALS											
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Avg.	
Jan	-55	-5	0	46	38	45	2	47	42	52		
Feb	56	-44	36	42	50	56	31	21	27	20		
Mar	77	28	34	86	94	97	37	99	97	112		
Apr	81	82	80	69	72	84	118	117	196	117	102	
May	179	94	82	73	140	147	299	187	270	193	168	
Jun	407	165	153	67	222	218	268	370	354	311	254	
Jul	231	183	285	181	154	166	257	189	359	282	220	
Aug	216	304	167	182	221	248	412	304	351	292	270	
Sep	308	342	264	191	239	255	288	331	285	290	278	
Oct	151	185	151	7	181	164	217	176	280	231	176	
Nov	64	59	50	7	7	45	53	115	84	61	51	
Dec	289	164	0	8	108	214	197	259	258	209		
	2004	1657	1302	996	1565	1723	7211	7053	2615	2193		

To keep track of our pre-book orders, I use the spreadsheet below. This spreadsheet tracks all hardgoods on order, the cost of the product, and when it will land in the shop. I use this to stay aligned with our open-to-buy plan and maintain proper inventory levels.

2024 Hardgoods Prebook													
Equipment													
				NOTES									
TaylorMade	Quantity	Cost	Dollar\$	Ship Date									
Driver Plus	2	\$ 535.00	\$ 1,070.00	1-Apr									
Driver	4	\$ 510.00	\$ 2,040.00										
Fairway Wood	7	\$ 299.00	\$ 2,093.00										
Hybrid	4	\$ 255.00	\$ 1,020.00										
Wedges	15	\$ 153.00	\$ 2,295.00										
Putter-TP Reserve	3	\$ 340.00	\$ 1,020.00										
Putter-Spider Tour	2	\$ 212.50	\$ 425.00	1-Apr									
Putter-Everest	4	\$ 299.00	\$ 1,196.00										
TOTAL	41		\$ 11,159.00										
Callaway	Quantity	Cost	Dollar\$	Ship Date									
Drivers	10	\$ 444.60	\$ 4,446.00	1-Apr									
Fairway	12	\$ 259.20	\$ 3,110.40										
Hybrid	2	\$ 222.30	\$ 444.60										
Wedges			\$ -	1-Apr									
Putters- AI One	8	\$ 221.40	\$ 1,771.20										
Putters- AI One PT	2	\$ 259.20	\$ 518.40										
Putters- AI One Milled	2	\$ 332.10	\$ 664.20										
TOTAL	34		\$ 10,954.80										
Titleist	Quantity	Cost	Dollar\$	Ship Date									
Drivers			\$ -	14-Mar									
Fairways			\$ -										
Irons- US05			\$ -										
Irons - US05 TAD			\$ -										
Wedge- SM10	48	\$ 147.00	\$ 7,056.00										
Wedge- Custom			\$ -	14-Mar									
Putter-SC Select	6	\$ 350.00	\$ 2,100.00										
Putter - Phantom	6	\$ 350.00	\$ 2,100.00	1-Mar									
Vokey Demo Wedges	12	\$ 73.50	\$ 882.00										
TOTAL	72		\$ 12,138.00										
XXIO	Quantity	Cost	Dollar\$	Ship Date									
Driver - Prime 12			\$ -	1-May									
Driver - 13	6	\$ 455.00	\$ 2,730.00										
Fairway -Prime 12	1	\$ 390.00	\$ 390.00										
Fairway - 13	10	\$ 260.00	\$ 2,600.00										
Hybrid - Prime 12			\$ -										
Hybrid - 13	8	\$ 195.00	\$ 1,560.00										
Ladies Complete Set	1	\$ 3,445.00	\$ 3,445.00										
Irons - 13 Set	1	\$ 715.00	\$ 715.00										
Irons - 13 Set Ladies	1	\$ 715.00	\$ 715.00										
Bags- Stand Bag			\$ -										
Putter- Mallot			\$ -										
Putter- Blade			\$ -										
TOTAL	28		\$ 12,155.00										
Balls, Gloves & Bags													
TaylorMade	Quantity	Cost	Dollar\$	Ship Date	NOTES	Dec-24	February	March	April	May	June	July	August
Balls- TP5	48	\$ 46.75	\$ 2,244.00	1-Apr					\$5,169.30			\$1,402.50	
Balls- TP5 YLW		\$ 46.75	\$ -							\$2,597.76			
Balls- TP5X	36	\$ 46.75	\$ 1,683.00						\$2,416.00				
Balls- TP5 Plx 3.0		\$ 46.75	\$ -						\$1,409.40	\$3,628.80	\$704.70	\$2,592.00	
Balls- Tour Response Stripe		\$ 36.50	\$ -										
Balls- Tour Response	48	\$ 36.50	\$ 1,752.00										
Balls- Speed Soft	60	\$ 14.88	\$ 892.80	1-May						\$4,614.00	\$2,988.00	\$2,716.50	\$996.00
Glove- TP	198	\$ 13.12	\$ 2,597.76							\$3,750.00		\$750.00	
Bags- Flextech	8	\$ 224.00	\$ 1,792.00	31-Mar			\$1,530.00	\$1,731.00					
Bags- Flextech Carry	3	\$ 208.00	\$ 624.00					\$1,104.00					
Bags- Crossover	0	\$ -	\$ -						\$1,860.00		\$978.00		
TOTAL	401		\$11,585.56						\$1,224.00	\$1,098.00	\$978.00		
									\$1,826.00		\$238.00		
TOTAL						\$0.00	\$1,530.00	\$2,835.00	\$14,363.20	\$17,514.56	\$5,648.70	\$7,699.00	\$996.00
Callaway	Quantity	Cost	Dollar\$	Ship Date									
Balls- Chrome Soft	36	\$ 43.20	\$ 1,555.20	15-May									
Balls- Supersoft	72	\$ 19.58	\$ 1,409.40	15-Apr									
Balls- Chrome Tour	48	\$ 43.20	\$ 2,073.60	15-May									
Balls- Chrome Soft	24	\$ 43.20	\$ 1,036.80	1-Jul									
Balls- Supersoft	36	\$ 19.58	\$ 704.70	1-Jun									
Ball- Chrome Tour	36	\$ 43.20	\$ 1,555.20	1-Jul									
Gloves- Tour Authentic	0	\$ 15.30	\$ -	15-Apr									
Bags- Fairway C	3	\$ 163.00	\$ 489.00										
Bags- HL Zero	7	\$ 185.50	\$ 1,298.50										
Bags- OGIO Stand	1	\$ 262.00	\$ 262.00										
Bags- OGIO Cart	1	\$ 235.00	\$ 235.00										
Bags-			\$ -										
TOTAL	264		\$10,619.40										
Ping	Quantity	Cost	Dollar\$	Ship Date									
Bags- HoofertLite	5	\$ 157.00	\$ 785.00	1-Apr									
Bags- Hoofeer	4	\$ 175.00	\$ 700.00										
Bags- Craz-E-Lite	3	\$ 125.00	\$ 375.00										
Bags- HoofeerLite	4	\$ 157.00	\$ 628.00										
Bags- Hoofeer	2	\$ 175.00	\$ 350.00	1-Jun									
TOTAL	18		\$ 2,838.00										
Equipment													
TMAG- Drivers	Quantity	Cost	Dollar\$	Ship Date									
TMAG- FW			\$2,093.00	1-Mar									
TMAG- Hyb			\$1,020.00										
TMAG- Wedge			\$2,295.00										
TMAG- Putters			\$2,641.00										
TMAG- Sets			\$0.00										
Cal- Drivers			\$4,446.00										
Cal- Fairways			\$3,110.40										
Cal- Hybrids			\$444.60										
Cal- Wedges													
Cal- Putters			\$2,953.80										
Cal- Sets													
Tit- Drivers				14-Mar									
Tit- Fairways													
Tit- Hybrids													
Tit- Wedges			\$7,056.00										
Tit- Putters			\$4,200.00										
Tit- Misc			\$882.00	14-Mar									
PING- Drivers			\$714.00										
PING- Fairways			\$585.00										
PING- Hybrids													
PING- Wedges			\$354.00										
PING- Putters			\$345.00	14-Mar									
PING- Sets													
USK- Sets													
Cobra- Sets													
XXIO													
Clev- Wedges													
TOTAL		\$ -	\$12,138.00	\$24,111.80	\$18,071.18	\$0.00	\$0.00	\$0.00	\$0.00	\$54,320.98			
Ping	Quantity	Cost	Dollar\$	Ship Date									
G430 Driver	1	\$ 390.00	\$ 390.00	1-Mar									
GLE3 Driver	1	\$ 324.00	\$ 324.00										
GLE3 Fwy	3	\$ 195.00	\$ 585.00										
S159 Wedge	3	\$ 118.00	\$ 354.00										
GLE3 Putter	1	\$ 150.00	\$ 150.00										
GLE3 Putter	1	\$ 195.00	\$ 195.00	1-Mar									
			\$ -										
TOTAL	10		\$ 1,998.00										
US Kids	Quantity	Cost	Dollar\$	Ship Date									
Sets	34	Varies	\$ 5,888.40	1-May									
Yard Ball	3	\$ 9.26	\$ 27.78										
TOTAL	37		\$ 5,916.18										
Titleist	Quantity	Cost	Dollar\$	Ship Date									
Balls - Prov1	84	\$ 41.50	\$ 3,486.00	14-Mar									
Balls- Custom Pro V1	0	\$ -	\$ -										
Balls- ProV1 Ylw	12	\$ 41.50	\$ 498.00										
Balls- ProV1x	72	\$ 41.50	\$ 2,988.00										
Balls- ProV1x Ylw	24	\$ 41.50	\$ 996.00										
Balls- ProV1x Dash	48	\$ 41.50	\$ 1,992.00										
Balls- AVX	18	\$ 37.75	\$ 679.50										
Balls- AVX Ylw	0	\$ 37.75	\$ -										
Balls- Tour Soft	0	\$ 29.50	\$ -										
Balls- Velocity	6	\$ 22.50	\$ 135.00										
Balls- TruFeel	0	\$ 19.00	\$ -										
Gloves	300	\$ 15.00	\$ 4,500.00	14-Mar									
Bags- Hybrid 5	2	\$ 158.25	\$ 316.50										
Bags- Carbon 4	3	\$ 167.50	\$ 502.50										
Bags- Players 4	3	\$ 139.50	\$ 418.50										
Bags- Players 5	3	\$ 164.50	\$ 493.50										
TOTAL			\$17,005.50										
Sun Mountain	Quantity	Dollar\$	Ship Date										
Bags	8	\$ 1,224.00	15-Apr										
Bags	7	\$ 1,098.00	15-May										
Bags	6	\$ 978.00	14-Jun										
TOTAL	21	\$ 3,300.00											
G/Fore	Quantity	Dollar\$	Ship Date										
Bags	0	\$ -											
TOTAL	0	\$ -											
FootJoy	Quantity	Dollar\$	Ship Date										
Gloves	96	\$ 11.50	15-Mar										
TOTAL	96	\$ 1,104.00											
Stitch	Quantity	Dollar\$	Ship Date										
Bags - SL2	6	\$ 1,428.00	1-May										
Bags - SL2	1	\$ 238.00	1-Jul										
Bags - MIY	1	\$ 240.00	1-May										
Bags - UGB	1	\$ 158.00	1-May										
TOTAL	9	\$ 2,064.00											

Playing Ability

I pride myself in playing at a high level, especially in competition. Every year, my goal is to maintain a plus handicap (even though we rarely use handicaps as professionals), because I believe a great golf professional should have a polished game. Each year, I aim to play in a handful of Colorado PGA Section events, including the Assistant's, Section, Pro-Pro-Pro, Pro-Scratch, and Pro-Assistant Championships. Playing at a high level is important to me and will always be an area where I seek to improve myself as a professional.

Teaching/Coaching

My teaching philosophy has changed in the last few years to more of a coaching mindset. I've tried to focus more on playing lessons, showing golfers of all abilities how to save strokes on the course without ever touching their swings. I've found it extremely rewarding and I believe my students feel the same way. In terms of teaching the golf swing, I tend to lean towards more simple practices and small changes, not overhauling golf swings. I like adjusting setup positions to promote better swing mechanics and positively influence ball flight. I'm an honest teacher, which is difficult at times, but my goal in a teacher-student relationship is to help them understand their game and how they can use what they have to shoot better scores.

Junior Golf has been a highlight of my time at Columbine CC. We have roughly 250 junior golfers enrolled in summer golf programming, including our own Junior Golf University and 3 PGA Junior League teams. The Juniors bring the energy, and I feed off of that energy! There's nothing like hearing "Coach Mitchell!" around the practice area in the summer.



Golf Operations - Schedule and Training Checklists

Below you'll find a sample of our Golf Shop Schedule, Annual Staff Lesson Log, and the various training checklists we use to help get new staff (seasonal interns or full-time staff) up to speed.

	29-May	30-May	31-May	1-Jun	2-Jun	3-Jun	4-Jun			5-Jun	6-Jun	7-Jun	8-Jun	9-Jun	10-Jun	11-Jun	
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Hrs		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Hrs
	6:58am 1st TT									6:58am 1st TT							
	6:30am-7:30pm Golf Shop Hrs									6:30am-7:30pm Golf Shop Hrs							
Mitchell	6-2	7-2	12-7:30	float	12-7:30	6:30-2 PC	OFF	39.00	Mitchell	7-4	6:30-2	6-4	6:30-2	12-7:30	float	OFF	42.00
	8	7	8		8	8				9	8	10	7	8			
James	12-7:30	7-2	6:30-1	float / Jr	6:30-2 PC	OFF	12-7:30	37.00	James	7-4	12-7:30	9-7	float	6:30-2 PC	OFF	12-7:30	43.00
	7	7	7		8	8				9	8	10		8		8	
Sam	12-7:30	7-2	12-8	6:30-2	OFF	12-7:30	float	38.00	Sam	7-4	6:30-2	10-6	6:30-3	OFF	12-7:30	float	42.00
	7	7	8	8		8				9	8	8	9		8		
Austin	OFF	7-2	6:30-2 PC	1-8	float	6:30-1	6:30-1	38.00	Austin	7-4	OFF	11-7:30	12-8	float	6:30-1	6:30-1	41.00
		7	8	7		8	8			9		8	8		8	8	
Paul	8-4	7-2	OFF	1-8	6:30-2	12-7:30	10-6	43.00	Paul	7-4 / Jr	OFF	10-7	12-8	6:30-1	12-7 (Jr)	12-7:30	47.00
	7	7		7	8	7	7			9		9	8	7	7	7	
Ashley	OFF	7-2	9-5	9-5	8-5	8-4	OFF	40.00	Ashley	OFF	9-5	8-4	8-5	8-4	7-1	OFF	39.00
		7	8	8	9	8					8	8	9	8	6		
Brooke	OFF	OFF	10-6	7-3	10-6	10-6	OFF	32.00	Brooke	7-3	OFF	9-5	OFF	9-7	OFF	OFF	26.00
			8	8	8	8				8		8		10			
Sonny	OFF	7-2	OFF	10-5	OFF	OFF	10-3	19.00	Sonny	OFF	12-6	OFF	10-5	OFF	OFF	11-6	20.00
		7		7			5				6		7			7	
Rachael	10-5	7-2	OFF	6:30-2	9-6 R	OFF	11-7:30	40.00	Rachel	7-4	6:30-2	9-6	6:30-2	OFF	12-7:30	OFF	40.00
	8	7		8	9		8			9	7	8	8		8		
Carson	OFF	7-2	OFF	1-8	12-7:30	9-6 R	6:30-3	39.00	Carson	7-4	OFF	6-4	1-8	12-7:30	OFF	11-7:30	42.00
		7		7	8	9	8			9		10	7	8		8	
Matthew	9-5 R	7-2	11-7	OFF	OFF	12-7:30	12-7:30	39.00	Matthew	7-4	12-7:30	12-8	OFF	OFF	9-7	9-6	44.00
	8	7	8			8	8			9	8	8			10	9	
OS							Range		OS		Range			Range	Range		
		Staff Meeting, Educational, & Inventory Checks	Ladies, Pro 3 Mixer & Pro Challenge	Twilight	Pro Challenge	Pro Challenge	M Scoring School & Ops			7am Meeting & Jr 4pm PGA	Tue Game & M&M, Diner Party	Jr Golf Play Day	9 Hole Guest Day & Twilight		PGA Jr League @ Lakewood 4pm	Couples Drop Out	

2025 Columbine CC Lessons (1/2 Hr.)

		Bryan H.	Austin M.	Mitchell G.	James M.	Don G.	Perry H.	TOTAL
A P R I L	4/1-4/6		4	2	4	1	0	11
	4/7-4/13		2	8	3	3	0	16
	4/14-4/20		2	6	3		12	23
	4/21-4/27		2	9	3	2	4	20
	4/28-5/4		5	4	3	6	10	28
		0	15	29	16	12	26	98
M A Y	5/5-5/11		7	7	3	6	9	32
	5/12-5/18		9	4	5	5	8	31
	5/19-5/25	2	8	10	5	8	14	47
	5/26-6/1	2	4	11	4	8	6	35
		4	28	32	17	27	37	145
J U N E	6/2-6/8	4	11	11	3	15	18	62
	6/9-6/15	2	11	4	4	9	4	34
	6/16-6/22	0	4	0	4	4	6	18
	6/23-6/29	2	4	2	0	10	16	34

OPENING CHECKLIST & PROCEDURE

TURN ON ALL LIGHTS

UNLOCK ALL OTHER DOORS, TURN ON TV, AND FIREPLACE (SEASONAL)

TURN ON SHOP COMPUTERS

>>>USER: Golf PASSWORD: shop OR qwert

START THE SHIFT FOR THE DAY IN CLUB ESSENTIAL (CE)

>>>OPEN CE > DEVICE Golf POS > HIT ENTER TO LOG ON > PWD: 1955

PULL UP FORETEES

>>>OPEN GOOGLE CHROME > USE FORETEES TAB ON FAVORITES BAR OR <http://web.foretees.com/columbine>

>>>THIS WILL TAKE YOU TO THE HOME SCREEN > USER: proshop1 > PASS: golfshop

PULL UP THE DAYS TEE SHEET ON BOTH COMPUTERS

>>> PRINT 6 COPIES FOR PRO, OSS, TURN BAR, VALET, MLR, and SHOE ROOM

CONTACT THE SUPERINTENDENT FOR COURSE CONDITIONS

>>>IF FROST DELAY OR CART RESTRICTIONS DUE TO RAIN > **SEE BELOW**

PRINT AND CHECK FOR ANY NOTES ON THE TEE SHEET

>>>CADDIES, FAMILY GUESTS, RENTAL CLUBS, ETC... > MAKE NECESSARY CHANGES

>>>FOR CADDIE REQUESTS, CHECK WITH THE CADDIE MASTER TO MAKE SURE THEY ARE AWARE

>>>FOR FAMILY GUESTS > MAKE NOTE TO CHECK WITH THE MEMBER FOR QUALIFICATION

STAGE ALL FIT CARTS IN THE BREEZWAY

MAKE SURE THE SHOP IS CLEAN AND LOOKS NICE

>>>GET ASSISTANTS COFFEE & WHATEVER ELSE THE NEED (DO THE DEW)

PRINT CCC DAILY

>>>HIGHLIGHT ANY MEMBERS ON TEE SHEET WHO HAVE BIRTHDAYS TODAY

FROST DELAY / NO CARTS

FIND OUT HOW LONG THE DELAY IS

PRINT AN ORIGINAL COPY OF THE TEE SHEET

FIND THE CONTROL PANEL ON THE TEE SHEET THAT DAY

>FOR FROST DELAY, CLICK SEND EMAIL TO MEMBERS (THIS WILL ENTER EMAILS OF ONLY PEOPLE ON THE SHEET)

>FOR NO CARTS EMAIL THE ENTIRE MEMBERSHIP > **SEE BELOW**

PREPARE YOUR EMAIL IN WORD > MAKE SURE IT CONTAINS DATE, LENGTH OF DELAY, FIRST TEE TIME

PASTE INTO FORETEES

SELECT YOUR SELF AS THE REPLY TO: FIELD OR SOMEONES EMAIL YOU HAVE ACCESS TO

SEND THE MESSAGE

FIGURE OUT NEW TEE TIMES FILLING IN ANY UNUSED TIMES ON PRINTED TEE SHEET BEFORE YOU MAKE CHANGES

MAKE THE CHANGES ON THE TEE SHEET

>CURRENT TEE SHEET > CONTROL PANEL > EDIT SHEET W/O EMAILS > CLICK ON TIME AND DRAG TO NEW TIME SLOT
ONCE FINISHED > RETURN TO TEE SHEET

EMAIL ENTIRE MEMBERSHIP

ON FORETEES > TOOLS TAB > EMAIL > SEND EMAIL

PREPARE YOUR EMAIL IN WORD > MAKE SURE IT CONTAINS DATE, RESTRICTION, TIME

PASTE INTO FORETEES BODY TEXT AND CREATE SUBJECT LINE

SELECT RECIPIENTS > SELECT BY DISTRIBUTION LISTS > ALL GOLF MAMBERS

SELECT YOUR SELF AS THE REPLY TO: FIELD OR SOMEONES EMAIL YOU HAVE ACCESS TO

SEND THE MESSAGE

DAILY DROP PAPER WORK

DATE:

TOTAL CASH SALES

Drawer Cash Summary

100.00 X	=	
50.00 X	=	
20.00 X	=	
10.00 X	=	
5.00 X	=	
1.00 X	=	
0.25 X	=	
0.10 X	=	
0.05 X	=	
0.01 X	=	
TOTAL		

DAILY DROP INVENTORY CHECKLIST

1. RECIEPTS FROM THE DAY
2. TEE SHEET
3. CASH FOR THE DAY
4. CREDIT CARD SETTLEMENT
5. SHIFT SUMMARY
6. BATCH REPORT

DAILY SALES GOAL _____ ACTUAL SALES _____

CLOSING CHECKLIST & PROCEDURE

1. TAKE A TRIP ON THE COURSE TO SEE IF ANYONE HAS NOT CHECKED IN - ABOUT AN HOUR BEFORE CLOSING (MAKE SURE YOU HAVE A WINGMAN)
 - A. MAKE ADJUSTMENTS ON FORETEES WITH ANY CHANGES
 2. BRING ALL FIT CARTS INSIDE
 3. CHECK THE DEMO LOG, AND MAKE SURE ANY CLUBS THAT HAVE NOT BEEN RETURNED ARE CHARGED TO MEMBER ACCT.
 4. PRINT NOTES FOR THE DAY AND GATHER ALL CC RECIEPTS/MAKE SURE ANY CHARGES THAT WERE MADE BY CC ARE MARKED PD ON TEE SHEET
 5. SEND POS CHARGES FROM FORETEES TO CLUB ESSENTIAL - **SEE BELOW FOR STEPS**
 6. PRINT OUT A NEW UPDATED TEE SHEET SHOWING ALL THE POS CHARGES
 7. PRINT CREDIT CARD REPORT BY LOGGING IN TO CC MACHINE>1955>REPORTS>PRINT ICON (TOP RIGHT)
 8. IN CLUB ESSENTIAL, CHOOSE OPTIONS>PRINT SUMMARY>PRINT
 - A. IF THERE ARE CASH SALES ON SUMMARY, PULL THAT AMOUNT FROM THE DRAWER AND PUT IT IN WITH THE DROP
 - B. IF THERE ARE CREDIT CARD TRANSACTIONS, INSURE THE NUMBER ON THE SUMMARY MATCHES THE CREDIT CARD REPORT
 9. COUNT DRAWER AND LEAVE \$500.00 - **PLACE THE TOTALS IN THE BOXES ABOVE.**
 - A. IF SHORT OR OVER, PLEASE TRY TO FIND THE ERROR AND PUT ANY OVERAGE IN A ENVELOPE AND DATE IT AND PUT IT ON PROS DESK
 - IF SHORT, STAFF IS RESPONSIBLE
 - B. UNDER "OPTIONS" CHECK ALL BOXES (**CLOCK OUT - END SHIFT - SHUT DOWN**)
 10. INCLUDE ALL OF THE FOLLOWING IN THE DROP:
 - A. UPDATED TEE SHEET AND NOTES FROM THE DAY
 - B. SHIFT SUMMARY
 - C. CREDIT CARD SETTLEMENT
 - D. BATCH RECIEPT FROM IMPORTED MEMBER CHARGES
 - E. ALL RECIEPTS FOR THE DAY
 11. CHARGE BUNKER/ PAR 3
 12. TURN COMPUTERS / T.V. / FIREPLACE OFF
 13. CLEAN COUNTER/CLEAN BACK OFFICE
 14. PLACE A COPY OF THE CLOSING CHECKLIST IN THE BINDER
 15. LOCK ALL DOORS AND SET THE ALARM
 16. CONTACT OUTSIDE STAFF BEFORE LEAVING
- SIGNATURE OF STAFF MEMBER CLOSING

Weather/Notes

SENDING POS CHARGES PROCEDURE

1. CLICK "SEND POS CHARGES" OF FORETEES
2. CLICK ON "YES CONTINUE" BUTTON-SAVE AS TODAY'S DATE
3. BRING UP BACK END OF CLUB ESSENTIAL, CLICK MEMBERSHIP & MEMBER CHARGES
4. SELECT TODAY'S DATE>NEXT
5. SELECT IMPORT FROM CSV>BROWSE
6. CHOOSE THE FILE YOU JUST SAVED FROM JONAS (TODAY'S DATE)
7. AFTER YOU HAVE IMPORTED, SELECT THE HIGHLIGHTED "FORETEES IMPORT" AND BACK OFF IN THE WHITE SECTION
8. CLICK FINISH, AND WAIT FOR THE FILE TO BE IMPORTED
9. ONCE IT LOADS SELECT POST BATCH, AND THEN PRINT BATCH RECIEPT

SEASONAL INSIDE GOLF STAFF TRAINING CHECKLIST

1ST 2 DAYS

☐	Opening Checklist	☐	Folding Merchandise
☐	Closing Checklist	☐	Clocking In / Out
☐	Answering the Phone	☐	Facility Tour
☐	Greeting Members	☐	Sales
☐	Taking Messages	☐	Returns
☐	Gift Wrapping	☐	Pace of Play

1ST WEEK

☐	Tee Time Policy	☐	Demo Club Log Charges / Credits
☐	Rental Club / Demo Policy	☐	Merchandise We Carry / Can Order
☐	Tournament Sign-up	☐	Practicing / Playing Golf Course Policy
☐	Regripping / Charge Out	☐	Lightning Policy
☐	Gift Cards / Credit Book	☐	Understanding Golf Course / Map
☐	Special Orders	☐	Dress Code / Caddie / Pull Cart Policy
☐	Time Off Request (per BH)	☐	Transportation Types on ForeTees
☐	Returns / Credits	☐	Pace of Play

1ST MONTH

☐	Receiving Merchandise	☐	Ship Sticks
☐	Special Orders	☐	Fedex Signages / Sign For OR Refuse
☐	Credit Memos	☐	Member Login to ForeTees/CCC
☐	Claim Tickets/Damaged Goods	☐	Schedule of Events
☐	Name Recognition	☐	Mission / Vision Statement

Merchandising – Course Map Collection

Retail merchandising is uniquely creative, and I work closely with our Director of Retail to create dynamic visual displays and new product ideas for our Golf Shop. Below is our latest success, a Course Map Collection, featuring printed t-shirts, coffee table puzzles, and framed prints of our aerial course map. I love course maps, so this was a passion project for me working with different brands to create three different map concepts. They have been a hot seller this spring, and I think this is a perfect example of branching out to find new and exciting product ideas to surprise the members.



Merchandising – Floating G/Fore

We've all seen shoes displayed on tables, but have you ever seen them floating above the table? I can thank my fly-fishing background for this idea, which involved some heavy fishing line and a few crafty knots to hang our new line of G/Fore shoes above our front table display. We had members walk by the door, stop, and turn to come in and see what was hanging in the air!



Merchandising/Member Engagement – Beat the Pro in Foosball

Perhaps one of the more entertaining merchandising plots in golf shop history, we offered a discount in the Golf Shop to members who could “Beat the Pro” in a Foosball match during the winter off-season. This led to some of the most intense duels we’ve ever seen on the Foosball table, which usually lives in our Caddie Room downstairs, but made its way up to the Golf Shop after the holidays. Members relished the opportunity to showcase foosball skills from their college days, and it created lasting memories between the members and our staff.



Personal

My professional career has landed me in Denver and the Rocky Mountain Region, and that is not by mistake. My fiancé Danielle and I love the mountains, and frequently spend our days away from work exploring all the Rockies have to offer. We are both snowboarders, I'm an avid fly fisherman, and our favorite summer activity together is camping with our dog, Nala. Living in Denver and having the mountains nearby is a lifestyle fit for both of us, and a location we know would keep our life full of adventure.



Letters of Recommendation

MITCHELL GORE

To whom it may concern:

I have been a TaylorMade Sales Rep for the past fifteen years, and the Colorado Sales Rep for the past nine years. In the Spring of 2019, I was in search for some Master Fitters to help me out with club-fittings and to help manage my high-priority accounts. Mitchell thankfully had interest in the job and met me and my team for an interview. Out of all the candidates we interviewed, Mitchell was the only one to show up wearing a suit. It took me about two seconds to know I wanted to hire this guy and I hoped he would work for me for the next ten years. But that won't happen because he is the most motivated person I have ever met, and has huge goals way beyond being a Master-Fitter for TaylorMade. I was so impressed with Mitchell's work ethic, knowledge of our product, trackman skills and his unbelievable ability to sell. I have so much confidence in Mitchell, I know he will have one of the best golf professional jobs in the country early in his career. If you take the time to get to know him, I am sure you'll notice the same amazing qualities that I was fortunate enough to experience while he was working for me. I will say this as a father of two daughters, the best compliment I could ever give a guy is that I hope someday my daughters marry a guy like Mitchell.

Sincerely,

Shaun Haberstroh

TaylorMade Sales Rep

To: Colorado PGA Section Leadership
From: Bob Loesch
Date: April 12, 2024

Re: Mitchell Gore Recommendation

Dear Mr. Bartkowski, Mr. Limon, and other members of the PGA Colorado Section awards committee –

I understand that Mitchell Gore has been twice nominated for the Colorado PGA Section “Assistant Professional of the Year” award. Please accept my highest personal endorsement for recognizing Mr. Gore with this honor.

As current Past President of Columbine Country Club and Board Director at Perry Park Country Club, I have had ample opportunity to observe and interact with many fine PGA Professionals and PGA Interns. The success we have had at CCC in developing young talent and preparing them for Head Professional/Director of Golf positions is I believe unparalleled in our state and in which we take great pride. Mr. Gore has demonstrated all the attributes that make him in my eyes the finest Assistant Professional in my history at the club.

In direct service to the Colorado Section, Mitchell is invaluable in managing our PGA event hosting duties at Columbine. I have the good fortune of interacting with golf staff and management at other clubs and am pleased when Mitchell’s name comes up in conversation. It’s clear he is well known and respected and models the talent and behaviors that make us proud at Columbine. He is a valuable ambassador for the Colorado Section and the game of golf... a significant contribution that makes us all better.

Mr. Gore has developed and demonstrates excellent leadership among our team and has quickly risen to the top. His skills and demeanor are clearly admired by his fellow assistants and the interns he mentors, as well as throughout our entire organization. Mitchell’s exceptional interpersonal skills along with his kind and thoughtful nature are an excellent example for others to follow. Any member of our Staff, Member of our club, or Guest will benefit from his engaging and helpful manner. When I look for leaders, I look for people who make those around them better.

Golf specific, Mitchell has done excellent work managing various programs for our Junior, Women’s, and Men’s development programs and tournament calendars. He is invaluable in making our annual Member-Guest a success as evidenced by the many guests who seek him out to say hello during the event each year. He makes our golf experience better.

I appreciate your consideration of Mitchell Gore for the “Assistant Professional of the Year” award for 2024. I’m sure a number of qualified candidates have been nominated, but there are none better.

Best Regards,



Robert W Loesch
Past President Columbine Country Club
Board Director Perry Park Country Club
Founder Mountain Capital Investment Advisors