

HERON LAKES WOMEN'S 18-HOLE GOLF CLUB

JOB DESCRIPTION

HANDICAP/RULES CHAIR

1. The Handicap Chair is appointed annually by the incoming President.
2. The Handicap Chair must be currently certified by the AWGA. Certification is obtained by attending a handicap seminar and passing a test exhibiting knowledge about the system.
3. The Handicap Committee operates under the rules of the USGA Handicap system. The detailed responsibilities of this committee are outlined in the USGA Handicap manual. The Handicap Chair in conjunction with the Handicap Committee and the golf professional is responsible for ensuring that the club is in compliance with the USGA handicap system. The following is a brief summary of the responsibilities of the Chair/Handicap Committee extracted from that manual.
 - a. Have a Handicap Committee composed of members and chaired by a member.
 - b. Require the posting of all scores made at home and away.
 - c. Require use of USGA procedures to adjust hole scores before posting.
 - d. Require that nine hole-scores be posted. Insist that principles of the Rules of Golf be followed.
 - e. Follow the revision schedule and posting season of the authorized golf association having jurisdiction in the area.
 - f. Ensure that all acceptable scores are entered correctly.
 - g. Make current scoring records and Handicap Index listing of all members readily available for inspection by others.
 - h. Reduce or increase a Handicap Index of any player whose handicap does not reflect the player's potential ability.
 - i. Notify an authorized golf association when permanent changes have been made to the golf course so that the association can issue a new USGA Course Rating and Slope Rating.