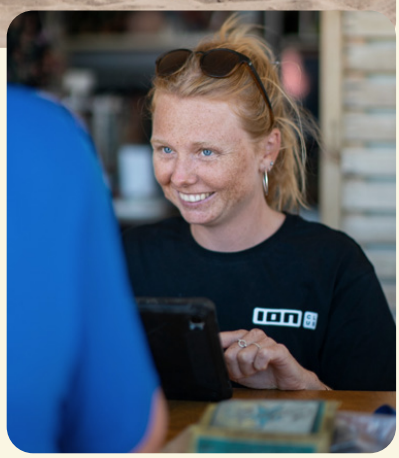
PRO CENTER OPERATIONS LEAD







Join the windsurf team at ION CLUB Golf de Roses. Welcome guests, coordinate lessons and work with the assistants and managers to keep school and rental gear ready to use.

What you bring

- ~ hands-on windsurf experience, including rigging, checking and maintaining gear and helping guests choose the right setup
- ~ a friendly, positive approach and the ability to stay calm when several guests need you at once
- ~ confidence selling in more than one language and welcoming international guests
- ~ a flexible approach and a willingness to help across the centre
- ~ availability between May and September

TASKS

Check-in & customer care

- ~ welcome guests, check them in and show them around the centre
- ~ explain lesson and rental options, recommend what suits each guest and book it in the system
- ~ contact clients using the centre phone and check windsurf reservations made online and on site through our internal system
- ~ take payments, check they match the bookings and help resolve guest requests or problems

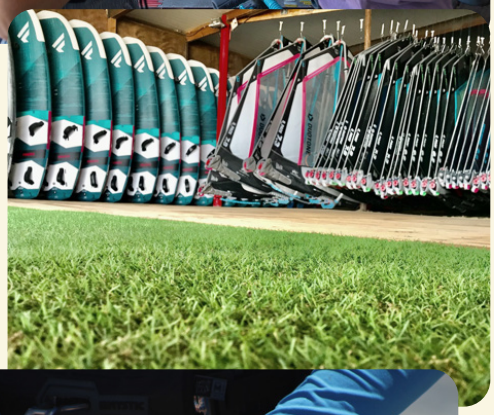
Course scheduling

- schedule windsurf lessons around reservations and walk-ins
- coordinate lesson times, skill levels and teaching languages with instructors
- check completed lesson hours against payments, offer extra hours where appropriate and collect outstanding balances
- hold a short daily planning meeting with the windsurf instructors, adapt the plan based on feedback and upload the final schedule online for guests to check



Support the front office manager

- flag issues and complaints to the front office manager
- check the daily balance with the front office manager



Windsurf centre operations

- open the centre each day and keep it tidy
- maintain one inventory for school and rental gear, and flag equipment for sale approval
- check and maintain booms, harness lines, mast feet and sails so gear is ready throughout the day
- handle minor repairs with the assistants and keep track of larger repairs in the inventory
- assign, check and help with daily tasks such as changing the rinse water and cleaning sails
- work alongside the assistants across all tasks and stay in daily contact with the front office and centre managers, who can help by phone or on site



PRACTICAL DETAILS



Accommodation

- rooms may be available in team apartments in nearby villages, 3–7 km from the centre
- rent is €200 per month. The €150 deposit is returned at the end of the season after the room passes inspection

Transport on site

- local transport is at your own expense. If you arrive by public transport, plan to have a bike for your commute
- rent or buy a bike in L'Escala (nembikes.es), or buy one locally at Decathlon for around €130–€140

Using ION CLUB equipment

- ride our DUOTONE gear after work or on days off. Guests have priority
- if you damage equipment, you cover the repair cost

What to bring

- your own wetsuit and harness. We don't provide them. Bring a shorty for summer or a 3/2 full suit for spring and autumn
- a waterproof watch. Every team member needs one
- sunglasses





Teamwear

- the teamwear set is valued at €200
- at the end of the season, return it or buy the full set or individual items
- we'll charge for lost items at the end of the season



PAY & PAPERWORK

Contract & social insurance

- you'll have an official contract and be registered with Spanish Social Security
- one fixed day off per week and a lunch break of around 30 minutes
- usual hours are from 10h00 to 18h30, but days may run longer during busy periods

Base pay + commission

- you receive a fixed base salary plus commission on lesson revenue after VAT
- for example, a €100 lesson including 21% VAT gives a commission base of €82.64

NIE number

- already have a Spanish NIE? Let us know. Otherwise, our bookkeeper will help arrange it when you arrive. It costs about €50
- bring your original passport so we can arrange it





CAN'T WAIT TO START?

Send your application, CV and photos to
golfderoses@ion-club.net
ionclubgolfderoses.com