

## Golf Course Superintendent

**Related Titles:** Golf Course Superintendent

**Reports to:** General Manager

**Supervises:** Golf Course Maintenance Foreman; Amenities Supervisor (HOA), Pesticides Application Specialist; Irrigation Specialist; Equipment Operator; Equipment Mechanic

**Classification:**

**Education and/or Experience**

- Bachelor's degree in Agronomy, Horticulture or Plant Science preferred
- An Associate's degree from an intensive two-year turf grass management program.
- Additional training in mechanics, design, surveying and ecology.
- Previous work as an assistant to an experienced Golf Course Superintendent.
- Previous supervisory experience in a club or golf course setting.

**Job Knowledge, Core Competencies and Expectations**

- Understand the rules of golf and be up-to-date on federal, state and local laws on golf course operations.
- Administrative and executive ability, especially critical in problem-solving and decision-making.
- Knowledge of ability to perform required role in emergency situations.

**Job Summary (Essential Functions)**

Manage and maintain golf course properties including golf course, clubhouse grounds and landscaping, open spaces and the equipment used to maintain these areas.

**Job Tasks/Duties**

- Maintains all grounds and course maintenance equipment according to the club's turf management program.
- Schedules, trains, supervises and evaluates all personnel assigned to department.
- Maintains accurate work records for all personnel in the department.
- Supervises all planting, fertilizing, care and removal of turf, plants, shrubs, trees and other facilities on the golf course.
- Maintains course in proper playing condition.
- Inspects course regularly to evaluate and recommend improvements.
- Oversees all construction, maintenance and renovations on the golf course.
- Oversees repairs of broken water lines or valves and may perform necessary repairs in an emergency.
- Records all maintenance on course.
- Supervises operation of the Equipment Repair Shop.
- Prepares annual budget for department; takes corrective action as necessary to help assure that budget goals are met.
- Prepares and revises grounds manual.
- Establishes short- and long-range plans for the golf course.
- Selects and prepares proper fertilizers and nutrients for all flora and fauna.
- Develops and maintains drainage, irrigation and watering systems.
- Implements and enforces comprehensive safety program for employees, members, and guests on course in compliance with local, state and federal laws; implements and manages the club's hazard communication (HAZCOM) program.
- Ensures that chemicals, petroleum and other controlled products are used, stored and disposed of in accordance with local, state and federal regulations; maintains required records and strives to minimize the use of chemicals and petroleum products.
- Communicates as necessary with Golf Professional and General Manager to discuss conditions of facilities, maintenance plans, scheduled events and the number of rounds played.

- Communicates as necessary with Golf or House committees or other applicable committees.
- Attends staff and management meetings.
- Keeps members informed about current and future maintenance activities.
- Conducts daily facility security checks ensuring accurate inventory of equipment and keys.
- Assists with snow removal planning.
- Plans professional development and training activities for subordinates including safety training for equipment use and proper handling of fertilizers, herbicides, and all other chemicals used on course; assures that MSDSs are available in convenient location.
- Makes recommendations for capital improvement and purchases.
- Supervises road and roadside maintenance within the club's grounds.
- Ensures proper landscaping for property outside of golf course including the clubhouse and surrounding areas.
- Coordinates applicable work with outside contractors.
- Determines when course should be closed due to weather conditions that may damage the course if play continues.
- Conducts other appropriate tasks assigned by the General Manager.

#### **Licenses and Special Requirements**

- Certified Golf Course Superintendent (CGCS).
- Pesticide Application certification.
- Valid driver's license.

#### **Physical Demands and Work Environment**

- Regularly exposed to moving mechanical parts and outside weather conditions.
- Frequently exposed to fumes or airborne particles and toxic or caustic chemicals.
- Occasionally exposed to wet and/or humid conditions; high, precarious places; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate to loud.
- Able to meet and perform the physical requirements and to work effectively in an environment which is typical of this position.
- Frequent lifting, bending, climbing, stooping and pulling.