

Title: Golf Course Superintendent

Department: Golf Course Maintenance

Reports to: General Manager

Typical Work Week: This is a full-time/year round position.

Position Summary

Golf course Superintendent is entrusted with the maintenance, operations and management of a golf course. Golf Course Superintendent carefully manages the maintenance inputs to the golf course while conserving and protecting natural resources. They directly influence the playing areas and landscapes with which golfers interact.

Essential Duties and Responsibilities

- Rendering professional advice, opinions, assistance, and services to the General Manager as required.
- Participating in all long-range planning meetings.
- 27 holes of golf course maintenance (Cedar Creek 18 Holes), (Aspen Hills 9 Holes) 120 acres.
- Management and maintenance of all equipment related to golf course mowing, construction and cultural practices.
- Management and Maintenance of irrigation system.
- Management and Maintenance upkeep of golf cart fleet.
- Management of common areas, trees, flowerbeds.
- Management of open spaces, wooded areas, unused acreage and areas outside the perimeter fence.
- Management of sod farm and nursery.
- Winter activities including, but not limited to, plowing and maintaining cross country trail system.

Qualifications/Requirements

- Advanced knowledge of agronomy and turf grass management practices; a working knowledge of golf facility construction principles, practices and methods; and a thorough understanding of the rules and strategies of the game of golf.
- A high degree of administrative and executive ability, especially in terms of problem solving and decision making.
- Excellent oral and written communications skills.

- Knowledge of current federal, state and local laws and regulations affecting the management of golf course operations (including, but not limited to, employment, safety and environmental standards, laws and regulations).
- Participation in continuing education opportunities such as seminars, workshops, correspondence courses, field days, and trade shows.
- Must have or obtain current state certification or licensing as a pesticide applicator.
- Construction, renovation and/or reconstruction of such properties, whether performed by maintenance staff or outside contractors.
- Prepares the annual budgets for the maintenance and capital improvement of course properties. The Superintendent formulates the annual maintenance and capital budgets so as to implement SVRA policies established in accordance with the long-range plan and defined maintenance standards.
- Interviews, hires, trains and supervises a staff of employees for the purpose of maintaining the properties. The Superintendent has authority to terminate employment of subordinates.
- Plans all maintenance and project work, applying his or her agronomic and administrative expertise to achieve the agreed-upon maintenance standards and long-range goals. With General Manager and/or Board of Directors approval.
- Oversees the scheduling and routing of personnel and equipment to accomplish the work. The Superintendent frequently inspects the golf course and related areas to evaluate how well management standards are being achieved and to effect changes in management programs.
- Acquires equipment and purchases necessary supplies to maintain the golf course and other properties. The Superintendent is responsible for inventory control and oversees the equipment maintenance programs. The Superintendent approves all expenditures and exercises cost control measures to keep, as nearly as possible, operating and capital expenses in line with the approved budgets.
- Keeps accurate and complete records on payroll, inventory, weather data, maintenance procedures, pesticide applications.
- Communicates regularly with General Manager to discuss activities, goals, plans and member/customer input.

Essential Physical Requirements

The physical demands described here are representative of those that must be met by the Superintendent to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; talk or hear, walk, and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.

- The Superintendent must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.