

Recreation: Golf Course

I. Position

Golf Course Superintendent (9.1)

II. Related Titles

Greenskeeper

III. Job Summary

Maintain golf course and related golf equipment.

IV. Job Tasks (Duties)

1. Maintains all grounds and course maintenance equipment
2. Schedules, trains, supervises and evaluates all personnel assigned to department
3. Supervises all planting, fertilizing and care of turf, plants, shrubs, trees and other facilities on the golf course
4. Supervises operation of the equipment repair shop
5. Records all maintenance on course
6. Prepares annual budget for department; takes corrective action as necessary to help assure that budget goals are met
7. Selects and prepares proper fertilizers and nutrients for all flora and fauna
8. Develops and maintains drainage, irrigation and watering systems
9. Maintains course in proper playing condition
10. Implements and enforces comprehensive safety program for employees, members and guests on course in compliance with local, state and federal laws
11. Maintains accurate work records for all personnel in the department
12. Communicates as necessary with golf and tennis professionals to discuss conditions of facilities, maintenance plans and scheduled events
13. Communicates as necessary with grounds, golf, house committees and/or other applicable committees
14. Insures 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
15. Attends staff and management meetings
16. Attends turf conferences, equipment shows, workshops and other educational programs to maintain a current knowledge of technical and turf innovations and changes that could affect the department's operations
17. Prepares and revises grounds manual
18. Establishes short- and long-range plans for the golf course
19. Oversees all course construction
20. Keeps members informed about current and future maintenance activities
21. Conducts daily facility security checks ensuring accurate inventory of equipment and keys
22. Assists with snow removal
23. Plans professional development and training activities for subordinates

V. Reports to

General Manager

VI. Supervises

Maintenance Foreman; Pesticides Application Specialist; Irrigation Specialist; Equipment Operator; Equipment Mechanic