

GOLF COURSE SUPERINTENDENT

Position Code: 1660

WC Code: 9102

FLSA Status: Exempt

Pay Grade: 355

Location: Golf Course

Approval Date: 2023

General Statement of Duties

This position is responsible for and actively administers all facets of the maintenance operations and management of the Town of Mooresville golf course and related facilities/equipment.

Distinguishing Features of the Class

An employee in this class is responsible for the scheduling and supervision of employees involved in the maintenance and repair of the golf course and adjacent grounds. Work includes ensuring the successful maintenance and agronomic operations for the course and involves budgeting, supervising, and development of work programs to respond to needs. The position requires that all golf maintenance personnel know and follow safety procedures. This employee must coordinate work with other Town employees and contractors. Considerable latitude and independent professional judgment and initiative are required in establishing effective systems and managing personnel. An employee is subject to hazards in the work including indoor and outdoor environmental conditions; significant noise and vibrations; physical conditions such as proximity to moving mechanical parts, and exposure to high heat, chemicals, oils, fumes, dust, odors, or poor ventilation. In some jobs, duties may expose the employee to human body fluids and thus the work is subject to Level III of the OSHA requirements on bloodborne pathogens. Tact and courtesy are required in contact with all people. Work is performed under the general supervision of the Golf Course Manager and is evaluated through conferences, observation, and according to the effectiveness of maintaining the course, equipment, and related facilities.

Duties and Responsibilities

Responsible for the daily direction of the golf maintenance staff, including their productivity levels and adherence to golf maintenance practices.

Interviews and recommends staff for open positions; trains and supervises staff for the purpose of maintaining the golf property.

Recommends annual budget for the golf maintenance operations and capital improvements to the course.

Monitors expenses of the golf maintenance budget to ensure compliance with the proposed budget and purchasing guidelines.

Responsible for the successful planning and directing of the annual maintenance activities of the turf, landscape, maintenance facilities, and equipment.

Plans and coordinates the contractual work of others to supplement golf maintenance activities.

Utilizes best management practices to protect the golf property from deteriorating; observes and quickly formulates action plans to address golf turf issues.

Conducts performance reviews; counseling and coaching functions to support the development of staff.

Communicates with golf staff and members of the public, sharing information about the course and increasing their knowledge of maintenance activities; responsible for coordinating planned maintenance with the Golf Manager to ensure effective communication occurs between customers and staff.

Responsible for the accurate and complete record-keeping of personnel, inventory, weather data, maintenance procedures, chemical applications, etc., according to retention laws and applicable operating permits.

Acquires equipment and purchases necessary to conduct responsibilities utilizing best management practices, following the Town's purchasing policies and procedures.

Recognizes, recommends, and plans for annual projects, capital improvements, and repairs that will enhance the playability of the golf course.

Develops the fertility, herbicide, fungicide, and insecticide programs used on turf.

Maintains and operates a computer-controlled irrigation system.

Performs on-call duties after hours, evenings, holidays, and weekends when issues arise.

Performs duties as assigned during emergency response conditions.

Performs other duties as assigned.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Ability to recognize turf-related issues and develop solutions to resolve the issues before the extensive loss of assets.

Ability to maintain effective preventive maintenance programs, policies, and procedures. Knowledge of turf-related practices and methods of tools and modern equipment maintenance to effectively manage mechanical operations.

Ability to use and maintain tools of the golf trade, both hand and power, skillfully and safely.

Ability to safely operate and maintain powered equipment such as tractors, mowers, and sprayers.

Thorough knowledge of the hazards and safety precautions common to golf course maintenance operations.

Knowledge of current federal, state, and local laws and regulations affecting the management of golf course operations.

Considerable knowledge of budgeting and purchasing procedures.

Ability to effectively utilize staff resources and the budget to achieve management standards and goals.

Ability to effectively supervise employees and work as a team member with other departments.

Ability to effectively communicate and recognize what information about the course needs to be shared, and with whom.

Ability to learn and utilize software applications operated by the Town.

Knowledge of horticulture and landscaping practices for a golf course.

Knowledge of the operation, maintenance, and repair of irrigation systems and pump stations.

Ability to communicate effectively, verbally and in writing.

Ability to carry out assigned projects to their completion.

Ability to establish and maintain effective working relationships with supervisors, peers, subordinates, and citizens.

Ability to maintain and prepare accurate records.

Physical Requirements

While performing the duties of this job, the employee is frequently required to reach with hands and arms, stand, sit, walk, use hands to grasp, handle, feel or operate objects, tools, or controls and talk or hear. Finger dexterity is needed to operate tools and equipment. The work consists of repetitive golf course tasks. This position involves heavy work requiring the employee to exert up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects. Lifts and carries heavy equipment and/or materials (up to 50 pounds) to perform assignments.

Must possess the visual acuity necessary to read maps and diagrams, operate a vehicle and heavy construction equipment, and read and prepare records.

The employee may be exposed to hazardous physical conditions (including but not limited to noise, moving parts, uneven surfaces, and vibration) and poor atmospheric conditions (including but not limited to fumes, odors, dust, gases, and poor ventilation). In addition, the work will require seasonal exposure to extreme weather conditions, snakes, insects, and wildlife.

Minimum Education and Experience

Associate degree with major coursework in turf management, horticulture, or related field, and five years of related supervisory experience; or an equivalent combination of education and experience.

Special Requirements

Valid State of North Carolina driver's license

Valid State of North Carolina pesticide applicator's license applicable for golf courses, or ability to obtain within six months of hire.