

GOLF CREW LEADER

Position Code: 1662

WC Code: 9102

FLSA Status: Non-Exempt

Pay Grade: 350

Location: Public Services

Approval Date: 2023

General Statement of Duties

Performs responsible lead worker and semi-skilled duties in the maintenance and care of the golf course.

Distinguishing Features of the Class

An employee in this class assigns work for and supervises crews and performs a variety of manual and specialized labor tasks in the maintenance of the golf course. Golf course maintenance includes mowing greens, tee boxes, roughs, and fairways, performing routine maintenance on mowers, cutting and moving cup holes, and cleaning up trash. Work may include directing or performing routine and specialized maintenance and repair of equipment used. Employee must be able to perform manual labor, as well as skilled and semi-skilled duties, and abide by safety rules and regulations. Work may require serving on call. Work subjects the employee to inside and outside environmental conditions, noise, vibration, hazards associated with maintenance work, fumes, odors, dust, mists, and oils. In some jobs involving equipment, duties may expose the employee to human body fluids and thus the work is subject to the OSHA requirements on bloodborne pathogens. Work is assigned daily by the Golf Superintendent and is reviewed through observation, quality, and quantity of completed work and discussions.

Duties and Responsibilities

Leads a crew of workers in the repair and maintenance of the golf course. Ensures work of golf technicians is completed to specifications.

Completes reports and update records manually and through the use of computer software programs.

Completes Golf Technicians' mid-year and yearly evaluations.

Performs grounds maintenance and landscaping.

Serves in the absence of the Golf Course Superintendent.

Assigns work daily to Golf Technicians with input from Golf Course Superintendent.

Counsels, guides, and coaches staff and recommends disciplinary action when needed.

Operates specialized equipment.

Required to work rotating weekends and holidays as assigned.

Sets up course for tournaments and events.

Researches and purchases supplies and materials.

Inspects buildings for safety and maintenance needs.

Performs turf maintenance and identifies turf issues and concerns on the course.

Repairs and maintains the golf course irrigation system.

Operates handheld radios through satellite control and computer software for irrigation.

Applies pesticides to ensure the quality of overall turf.

Performs other duties as assigned.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Considerable knowledge of the principles and practices of repair and maintenance of a golf course.

Considerable knowledge of the use of related equipment and materials.

Thorough knowledge of the occupational hazards and safety precautions of the work.

Some knowledge of related engineering specifications and related environmental laws.

Some knowledge of budgeting and purchasing procedures.

Working knowledge of effective supervisory principles and practices and organizational personnel policies and procedures.

Ability to establish and maintain effective working relationships with supervisors, peers, subordinates, vendors, citizens, and the general public.

Ability to maintain and prepare accurate records.

Ability to perform basic math skills (addition, subtraction, multiplication, and division.)

Skill in the repair and maintenance of the golf course irrigation system.

Working knowledge of mechanical functions of specialized equipment.

Considerable knowledge of tools, materials, and methods used in skilled and semi-skilled golf course maintenance.

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

High School Diploma or GED and three to five years of related experience; or an equivalent combination of education and experience.

Special Requirements

Possession of a valid North Carolina Driver's License.

Possession of a valid North Carolina Pesticide License.