



**Job Title:** Course Superintendent  
**Department:** Course Maintenance  
**FLSA:** Exempt  
**Reports To:** General Manager

**Job Description:**

Oversees the maintenance and construction of the 18 hole golf course and ensures that turf grass is repaired and maintained to established standards.

**Duties & Responsibilities:**

- Maintains all grounds and course maintenance equipment.
- Supervises all planting, fertilizing and care of turf, plants, shrubs, trees and other facilities on the golf course.
- Supervises operation of the equipment repair shop.
- Records all maintenance on course.
- Prepares annual budget for department; takes corrective action as necessary to help assure that budget goals are met.
- Selects and prepares proper fertilizers and nutrients.
- Develops and maintains drainage, irrigation and watering systems.
- Maintains course in proper playing condition.
- Implements and enforces comprehensive safety program for employees, members and guests on course in compliance with local, state and federal laws.
- Communicates as necessary with other departments to discuss conditions of facilities, maintenance plans and scheduled events.
- 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.
- 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.
- Establishes short and long range plans for the golf course.
- Oversees all course construction.
- Keeps members informed about current and future maintenance activities.
- Assists with snow removal.
- Incorporates safe work practices in job performance
- Regular & reliable attendance

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

**Degree/Licenses:**

Associates degree (AA) or equivalent from a two year college or technical school; or three to four years related experience and/or training; or equivalent combination and experience. Degree preference in agronomy/horticulture/plant/soil science.

**Physical Demands/Working Environment:**

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Regularly required to have full range of mobility in upper and lower body; be able to reach overhead; be able to work in various positions, including stooping, standing, bending over, sitting, kneeling and squatting for extended periods of time; be able to lift, pull and push materials and equipment to complete assigned job tasks and is frequently able to lift 50 pounds of weight through the work day and occasionally lifts up to 100 pounds. Employee is regularly exposed to outdoor weather conditions.

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EMPLOYEE SIGNATURE

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DATE