



JOB DESCRIPTION

POSITION TITLE: Golf Superintendent
DEPARTMENT: Golf Course
DATE PREPARED/REVISED: 04/21
JOB CLASSIFICATION: Exempt
REPORTS TO: Director of Golf
SUPERVISES: All aspects of the Golf Maintenance Department

OBJECTIVE:

Entrusted with the management and operations of the maintenance department of the Barona Creek Golf Course.

TYPICAL WORKING CONDITIONS:

Starts work early AM
Must be available to work weekends

RESPONSIBLE FOR:

1. Supervising the construction and maintenance of the golf course
2. Supervising the maintenance and repair of construction and maintenance equipment
3. Rendering professional advice, opinions, assistance and services to the Tribal Council, as required
4. Participating in all long-range planning meetings
5. The Superintendent coordinates all golf course maintenance operations

ESSENTIAL FUNCTIONS:

1. Always be NICE to fellow staff and players; find every opportunity to offer a friendly smile, wave and greeting
2. Assumes responsibility for managing and maintaining properties, which may include:
 - a. Golf Course;
 - b. Practice areas;
 - c. Wildlife Habitat and Water Resources;
 - d. Maintenance equipment;
 - e. Golf car fleet;
 - f. Golf Shop grounds and landscaping, water features other than those grounds assigned to the hotel/casino-landscaping department;
 - g. Restrooms and potable water on course;
 - h. Open spaces, wooded areas, unused acreage and areas outside the perimeter fence;
 - i. Sod farm and nursery;
 - j. Other properties as specified in writing by the Chairman of the Barona Band of Mission Indians
3. Construction, renovation and/or reconstruction of such properties, whether performed by maintenance staff or outside contractors
4. Wildlife and Habitat Management
5. Environmental Stewardship
6. Prepares the annual budget for maintenance capital expenditures of golf course property
7. Formulates the annual maintenance and capital budgets to implement current policies established in accordance with long-range plan and defined maintenance standards
8. Interviews, hires, trains, directs, and supervises a staff of employees for the purpose of maintaining golf course property. The Superintendent has authority (with consultation of Human Resources) to terminate employment of subordinates

9. Plans all maintenance and project work, applying agronomic and administrative expertise to achieve the course's maintenance standards and long-range goals
10. 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
11. Acquires equipment and supplies necessary to maintain golf course properties
12. Responsible for inventory control. Oversees equipment maintenance programs
13. Approves all expenditures and exercises cost control measures to keep, as nearly as possible, operating and capital expenses within the approved budgets
14. Keeps accurate and complete records on payroll, inventory, weather data, maintenance procedures, pesticide applications, etc
15. Obtain required continuing education to maintain required pest management licensing
16. Communicates regularly with other members of the organization's top management group to discuss activities, goals, plans and member/customer input

MINIMUM QUALIFICATIONS:

- Requires 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
- Maintain Certified Pesticide Licensing in California
- Requires a high degree of administrative and executive ability, especially in terms of problem solving and decision-making. Requires excellent oral and written communication skills
- Maintains required continuing education units to maintain a Class "A" golf course superintendent classification and/or Certified Golf Course Superintendent status
- Requires participation in continuing education opportunities such as seminars, workshops, correspondence courses, field days and trade shows to ensure current knowledge of advances in technological innovations or cultural practices
- Requires a valid California Drivers License

REQUIRED EDUCATION:

Requires 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 stewardship standards, laws and regulations

Requires a minimum of two years of college in a turf or environmental related curriculum

Requires Certified Pest Control Applicator license for the State of California

REQUIRED EXPERIENCE:

Minimum of 6 years as a Golf Course Superintendent at a high-end public or private golf course or qualified as based upon abilities as an Assistant Superintendent at Barona Creek Golf Club

ALTERNATIVE TO MINIMUM QUALIFICATIONS:

None

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

Please refer to Support Data Sheet for position



JOB TITLE: Superintendent Golf Course
DEPARTMENT: Maintenance Golf Course

ESSENTIAL ELEMENTS - JOB FUNCTIONS ASSESSMENT

PHYSICAL REQUIREMENTS:

Seeing General	Stooping	Face-to-Face Contact	Writing-Complex
Close Vision	Bending	Shift Work	Clerical
Color Perception	Sitting	Extended Day	Memorization
Hearing/Listening	Flexibility	Inside	Analyzing
Clear Speech-Simple	Upper Body	Outside	Perception
Clear Speech-Complex	Lower Body	Confined Areas	Math Skills
Touching	Running Distance	Extreme Heat	Judgment
Dexterity	Standing	Extreme Cold	Decision-Making
Hand	Driving	Temperature Changes	
Finger	Car	Wet and/or Humid	<u>EQUIPMENT</u>
Smelling	Limo	Noise	Computer
Smoke	Van	Vibration	Keyboard
Food		Mechanical Equipment	Telephone
Cleanliness	<u>STRESS FACTORS:</u>	Electrical Equipment	Calculator
Tasting		Pressurized Equipment	Fire Alarm
Walking-Facility	Repetition	Burning Materials	Switchboard Console
Walking-Dept.	High Pressure	Moving Objects	Television Monitors
Lifting	Hazards	High Places	Kitchen Appliances
	Lbs.	Fatigue	Vacuum Cleaner
Pushing	Boredom	Fumes/Odors	Maintenance Tools
Pulling		Dirt/Dust	and Equipment
Typing	<u>WORK</u>	Gases	
	W.P.M.		
Climbing Flights	<u>ENVIRONMENT:</u>	<u>MENTAL</u>	<u>OTHER</u>
Carrying	Verbal Contact w/Others	<u>REQUIREMENTS:</u>	
	Lbs.	Works Alone	Reading-Simple
Kneeling	Works w/Others	Reading-Complex	
Work Around Others	Writing-Simple		

I have read the Essential Elements - Job Functions Assessment and am able to meet these essential requirements.

Signature

Any requests for accommodation will be considered on a case-by-case basis.