



SUPERINTENDENT OF GOLF OPERATIONS JOB DESCRIPTION

The Smithers Golf and Country Club (<http://smithersgolfclub.com/golf/>) is a picturesque 18-hole championship course that sits at the foot of Hudson Bay Mountain in Northwest BC. The course is typically open from late April until mid-October and is a public course with over 480 members. Smithers is a vibrant community and offers an amenity-rich lifestyle. In addition to golf, other world-class outdoor recreation opportunities such as skiing, fishing, snowmobiling, mountain biking, kayaking, and hiking are also at your doorstep. A thriving music and arts community, a full-service airport with direct flights to Vancouver, and a lifestyle focused community further add to the reputation of Smithers as a great place to live.

Job Overview:

The Superintendent of Golf Operations is a full-time position responsible for managing all aspects of golf maintenance and agronomic operations of the Smithers Golf and Country Club's (SGCC) 18-hole golf course. This includes turf maintenance programs, asset management, personnel management, financial management, member relations, workplace health & safety and pesticide applications. The Superintendent works to create an environment where staff are well trained and enthusiastic, with open communication and respect for themselves, members, guests and the property. Reporting to the General Manager, the Superintendent works closely with the SGCC Board of Directors to operate the golf course in a fiscally responsible and professional manner.

Responsibilities:

- Manage and deliver the operation and day-to-day maintenance of all aspects of the golf course (greens, tees, fairways, bunkers, naturalized areas, water features, creeks, cart paths, driving range, parking areas and other landscaped areas inside the golf course) to ensure a high-quality golf experience;
- Create and implement an effective integrated pest management system which includes scouting and determining impending disease and other pest issues and the safe and responsible application of pest control products;
- Supervise and participate in the application and recording of chemical treatments (fertilizers and pesticides) on the Club's grounds in compliance with all local, provincial, and federal regulations;
- Plan, schedule, prioritize and manage a crew of 5 to 10 seasonal maintenance/golf course staff;
- Establish a strong team environment by providing situational leadership, training, development opportunities and guidance. Recruit, supervise and retain maintenance staff. Conduct employee performance evaluations and exercise disciplinary action;
- Work closely and participate in scheduled meetings with other departments, to ensure the timely and fiscally responsible completion of day-to-day maintenance and special projects involving Golf Operations;
- Maintain operational and office records, complete work orders and requests, keep daily attendance records, check time sheets for accuracy and completeness;

- Develop annual operating budget and, supervise all expenditures associated with maintenance, payroll, materials/supplies, contracts, chemicals/fertilizers, equipment replacement, capital acquisition and improvement projects;
- Lead and manage the activities of volunteer member work activities;
- Coordinate parking lot and walking trail snow removal and other winter maintenance activities when necessary;

Knowledge, Skills and Abilities:

- Extensive knowledge and understanding of golf operations, northern golf course maintenance and effective customer service skills;
- Good knowledge and experience relating to current federal and provincial legislation, acts and regulations related to golf course operations;
- Sound understanding of the game of golf, the rules of the golf and methods of play;
- A high level of personal and professional excellence, including well developed interpersonal and communication skills;
- Reliable, punctual, adaptable and tactful;
- Ability to work under pressure and handle multiple tasks and changing priorities within assigned time frames;
- Demonstrated ability to collaborate and build partnerships and alliances with peers, business communities, partners and staff;
- Proficiency in the use of software (i.e., Outlook, Excel, and Word) used in the preparation of reports, correspondence, cost and time estimates, and the maintenance of pertinent work records.

Education and Experience:

- Degree or diploma in Agronomy or Turfgrass Management, or post-secondary education in a discipline pertinent to the job function, or equivalent combination of education and experience;
- Minimum of 2 years as a Golf Superintendent or Assistant Golf Superintendent;
- Demonstrated experience in financial and budget management;
- Demonstrated experience in successfully managing and maintaining a golf course maintenance operation;
- Demonstrated experience in project management;
- Current pesticide management certification or a willingness to obtain (licenced pesticide applicator certificate);
- A class 5 driver's licence is required for this position. The licence must not include any restrictions that would affect the ability to carry out job responsibilities legally and safely;
- AED, CPR and First Aid certification or willingness to obtain;
- Experience using winter green turf cover systems is preferred;
- Experience working with a Board is preferred;
- WHMIS certification is preferred;
- A Superintendent who "plays the game" is preferred;

Lesser qualified applicants may be considered.

Competencies

- Agronomy skills
- Leadership & Team Player
- Mentoring and Coaching
- Project management
- Communication (oral and written skills)
- Problem solving
- Business management (financial & administrative skills)
- Environmental stewardship

Compensation

- Annual salary of **\$70,000-\$82,000** depending on education and experience
 - An incentive program may be incorporated into the compensation package
- Health benefit package
- Meal discounts
- Golf privileges
- Continuing education and professional development allowance
 - Local conference and Western Canada Turfgrass Association & BC Golf Superintendents Association membership

Contact information

Smithers Golf & Country Club

Box 502

1200 Scotia Street

Smithers

British Columbia

V0J 2N0

Telephone:

Pro Shop 250-847-3591

Please send applications to Steven Coulthard, GM SGCC gm@smithersgolfclub.com

Posting closes when position is filled