



# Assistant Golf Course Superintendent Job Posting

**POSTING DATE:** February 12, 2025

**REPORTS TO:** Golf Course Superintendent, Director of Golf

This position reports directly to the Golf Course Superintendent and is responsible for the operations and oversight of the golf course and bowling green maintenance, and associated functions including supervision of staff. The position supervises and participates in the maintenance of all golf course maintenance and administrative activities including oversight of equipment assets and may serve in the Golf Superintendent's capacity in the event of their absence. This is a non-exempt full time (40hrs/wk) position with full GRF benefits.

## **Duties and Responsibilities:**

- Inspects Golf Courses and Lawn Bowling Greens regularly to ascertain compliance with scheduled maintenance, to determine the condition of botanical growth and to plan the improvement of tees, greens and fairways.  
Also, provides improved playing conditions, studies drainage problems and maintains surveillance against diseases, pests and weeds in landscaped areas.
- Supervises the mowing, watering, raking of bunkers, changing cups and tee markers, clearing weeds, trimming trees, fertilizing, seeding grass and sod replacement, preparation of spray solutions and spraying of greens, fairways, and tees to control weeds and diseases.
- Supervises and assists in the maintenance and repair of irrigation system components. Ability to set controls of the Rainbird Maxi irrigation system in a manner to conserve water while maintaining the integrity of the golf course.
- Implement agronomic programs, including participation in and completion of chemical and fertilizer calibration and application processes.
- Ensure that the daily course set-up meets USGA playing standards.
- Participate and assist in completing improvement projects on the golf courses.
- Provide safety training to maintenance staff and maintain an ongoing schedule and documentation of all training efforts.
- Supervises staffing for golf courses and bowling greens. Directs staff to efficiently carry out maintenance and improvement goals of the department. Interviews and recommends hiring of personnel and trains personnel for maintenance of golf courses and bowling greens.
- Ability to perform golf course maintenance operational tasks and plan maintenance activities in a manner that minimizes interference with player use.
- Regularly evaluates condition of golf course equipment and takes proper actions to ensure safe functioning or servicing for repairs.
- Submits material requisition orders to the Golf Course Manager, to secure needed supplies and equipment and maintains inventory and operations records.
- Assist in the completion of golf course capital improvement projects as needed.

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- Assists in the preparation and administration of the Golf operations budget, procurement and contract documents, and makes use of specialized industry computer applications as well as Microsoft Office.
- Serve as Golf Course Superintendent during absences.
- Other related duties as directed by Supervisors.

## **Requirements:**

- Member of the Superintendent Association (GCSAA) in order to become Class B status.
- A minimum of two years' experience in golf course operations, including supervisory responsibilities.
- Must be able to communicate effectively in both English and Spanish, with the ability to direct and motivate a diverse staff toward our operating needs and goals in a safe, efficient and effective manner. A hands-on supervisor who leads by example.
- Understand how to provide excellent playing conditions through a well-developed schedule of maintenance and improvement planning.
- Experience with Rainbird Maxi irrigation control systems is a plus.

## **Required licenses, certifications and/or education/degrees:**

- Current California Driver's License
- Current California "Qualified Applicators Certificate of Pesticides"
- Member of the GCSAA (Golf Course Superintendent Association of America)
- Ability to obtain a California QAL pesticide license within 6 months of employment.

## **Additional Requirements:**

- Clean and valid California driver license and satisfactory driving record are conditions of initial and continued employment.
- Ability to meet the Dept. of Homeland Security requirements confirming identity and right to work in the United States is required.
- Offer is contingent upon satisfactorily passing pre-employment background check and drug test.
- Previous employment must be verifiable.

**CONTACT:** To apply for this position, email your resume and cover letter to: [recruiting@rossmoor.com](mailto:recruiting@rossmoor.com)

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