



COURSE SUPERINTENDENT

Gabriola Golf & Country Club

Purpose of Position

To manage the on-course day-to-day activities of the Gabriola Golf and Country Club under the supervision of the Board of Directors.

The Board liaison for this position is through the Director of Tee to Green.

Key Areas of Responsibility

The Course Superintendent is responsible for managing course workers, overseeing and managing the general operations of the golf course including mowing of fairways and rough, mowing greens and tee boxes, collection of golf balls for the driving range, maintaining and servicing the mowing equipment, maintaining and servicing the irrigation system and adjusting as necessary.

It is critically important for the Superintendent to ensure the appropriate fertilizers and chemicals are stored and applied within environmental regulations and sampling lake water for testing.

The Course Superintendent will carry out these duties in a manner consistent with the Club's Lease Agreement and Board of Directors' policies.

Program Management

- Manage the daily operation of the golf course
- Ensure adequate operations coverage at times when the Course Superintendent is not available or in case of an emergency
- Hire, train, supervise, coordinate and evaluate personnel in a respectful, supportive, safe and harassment free work environment
- Work collaboratively with volunteers
- Manage the operation of special projects including course upgrading, punching and sanding of greens, maintenance of the irrigation sprinkler system and any other projects deemed necessary to improve the overall quality of the golf course

- Liaise with the Food & Beverage Manager to ensure the effectiveness of the Club's overall operation

Equipment Maintenance

- Critical skills required to repair and maintain all course equipment
 - This includes mowers, spreaders, power tools, golf carts (gas and electric), tractors, cushmans, a small loader / backhoe, and other items of this nature
- Knowledge and ability to troubleshoot, diagnose and repair hydraulic pumps and systems is required
- Ability to operate and maintain rotary and reel mower blades including the use of a reel blade sharpener
- Ability to maintain critical parts inventory, and to maintain excellent relations with our key equipment parts and materials suppliers
- While we have a selection of common shop tools, the incumbent is expected to provide their own tools that would typically be required for golf course equipment maintenance

Financial and Administrative Management

- Strictly adhere to all laws, policies and procedures related to the operation of the golf course
- Ensure operation within the confines of the golf course budget for staffing and purchasing of necessary supplies and machinery in coordination with the Board of Directors
- Develop and maintain policies and procedures to ensure a safe work environment

Hours of Work

- The Course Superintendent hours of work will be flexible, but he/she is expected to be on duty during peak operational times with flexibility to be absent during slow periods
- The incumbent may be asked to participate in an Averaging Agreement as contemplated in the BC Employment Standards Act
- The Course Superintendent must ensure staffing for daily/weekly operations
- The Course Superintendent will establish consistent hours of operation tailored to the demands of the week or month and provide a weekly coverage schedule

Work Environment Considerations and Other Requirements

- Must possess and maintain a valid Class 5 or better BC Driver's License
- Use of own vehicle may be required from time to time (typically for parts or hardware pick-up)
- Must have the ability to work in Canada

- Minimum Grade 12 graduation or equivalent, technical certificates in this field are an asset
- Must have basic computer skills including comfort with mobile SMS and email communications
- Must be able to lift a minimum of 25kg
- Long periods of walking and standing are required

Renumeration and Benefits

- Hourly wage of \$31.50 – \$33.00 depending on experience
- Discounted meals
- Golf privileges
- Weather-related clothing supplied

Application Process

Send your cover letter and resume to:

Kent Brownlow

Vice President

vicepresident@gabriolagolf.com