



RANCHO SANTA FE

Golf Club

Position 2nd Assistant Golf Course Superintendent

Location Rancho Santa Fe Golf Club

Summary

The 2nd Assistant Golf Course Superintendent reports directly to the 1st Assistant Golf Course Superintendent. Under the Assistant Superintendent's guidance, the 2nd Assistant Superintendent will direct and participate in the maintenance of the golf course, practice facilities, landscape areas, clubhouse grounds, and all related resources. The 2nd Assistant Superintendent will also play an integral role in leading staff members as well as training new staff to meet the expectation level and standards of Rancho Santa Fe GC. The 2nd Assistant Superintendent may serve in the 1st Assistant Superintendent's capacity during his absence.

Duties & Responsibilities

- Inspect golf facility on a daily basis; monitor the conditioning and playability of the 18 hole layout and practice areas
- Delegate and coordinate scheduling of daily responsibilities to greenkeepers
- Assist in maintaining inventory and advise 1st Assistant Superintendent of any equipment and/or supplies in need to ensure the proper maintenance and efficiency of the operation
- Supervise the staff and participate in conducting performance appraisals to ensure the standards are achieved to meet the expectations of Rancho Santa Fe GC
- Make recommendations to the 1st Assistant Superintendent related to staffing levels necessary to meet the expectation levels of Rancho Santa Fe GC
- Assist in establishing annual operating and capital expenditure budgets
- Review payroll reports for accuracy and approval
- Instruct and train staff in safe equipment use, proper maintenance, and required safety supplies to ensure safe operating procedures are followed
- Organize and keep accurate records on maintenance procedures, pesticide applications, safety meetings, and staff assignments

Qualifications & Requirements

- Preferred -Degree or certificate in Turfgrass Management or related field
- Experience as a 2nd Assistant Superintendent or AIT for 1-2 years with a proven background
- Excellent communication skills both written and verbal
- Computer skills including Microsoft office programs, e-mail, internet, etc