

Donalda Club



CAREER OPPORTUNITY

SECOND ASSISTANT GOLF COURSE MANAGER

YEAR ROUND WITH BENEFITS

WHO WE ARE?

Donalda Golf & Country Club, founded in 1960, is a prestigious year-round private club that offers a high standard of social, athletic, and dining facilities to our members and their families. We are located in central Toronto and accessible by TTC.

Our Golf Course & Grounds Manager is seeking a dedicated, member service oriented professional to join our Grounds team as Second Assistant Golf Course Manager. This is a **permanent full-time position with benefits**. This is a fantastic opportunity for an industry professional to learn and grow within a busy, successful golf operation.

POSITION PROFILE:

Reporting to the Course & Grounds Manager and the Assistant Golf Course Manager, the Second Assistant Golf Course Manager will perform his/her duties to ensure the overall operation and management of the golf course runs efficiently and productively. The Second Assistant Golf Course Manager will be responsible for supporting the Assistant Golf Course Manager by carrying out various duties such as planning, scheduling, coordinating, supervising the grounds crew performing assignments in the development and maintenance of the golf course.

YOU WILL BE INVOLVED IN:

- Managing and maintaining the golf course, clubhouse grounds and landscaping, tennis courts, maintenance equipment, wooded areas, and other areas on the property as specified by the Golf Course and Grounds Manager
- Provide assistance to the Assistant Golf Course Manager during the planning process of all maintenance and project work by applying agronomic and administrative expertise to achieve the agreed-upon maintenance standards and long-term goals.
- Provide assistance to the Assistant Golf Course Manager in the hiring, training, supervising and evaluation of department staff.
- Help plan maintenance and project work while also applying agronomic and administrative expertise to achieve the agreed-upon maintenance standards and long-term goals set for Donalda Club.
- Help with scheduling of personnel and equipment/task assignment of the department to ensure all work is accomplished promptly and correctly.
- Assist with General Golf Course Maintenance, spraying and irrigation as required.

- Keeps an accurate record of various information related to the department for future reference by the Golf Course and Grounds Manager, Assistant Golf Course Manager and/or other departments.
- Supervise daily course set up duties performed by the grounds crew.
- Perform regular inspections to ensure the equipment, golf course and grounds are safe for members, guest, and staff.
- Take on the title of Golf Course Superintendent, Assistant Golf Course Manger and Lead Second Assistant in his/her absence.
- Oversees daily irrigation schedules, utilizing field satellite and computerized central control to ensure a smooth operation.
- This position sits on the Health and Safety Committee
- Winter work will include plowing, hardware restoration, tree work, tennis bubble maintenance and other related work.
- Perform any additional duties as specified by the Golf Course and Grounds Manager or Assistant Golf Course Manager

Required Competencies:

- Completion of High School Education (Grade 12) is required
- Post-Secondary education in Horticulture or Turf Management is required
- 2-3 years of experience on the grounds crew is required, preferably at a private golf course.
- Must be able to work under pressure while maintaining composure and performance standard during busy peak periods.
- Knowledge of current federal, provincial, and local laws and regulations affecting the management of golf course operations.
- Able to work shifts - days, evenings, weekends, and holidays.
- Punctual and reliable

CERTIFICATES, LICENSES, REGISTRATIONS:

- Provincial certification or licensing as a pesticide applicator
- Possession of valid Driver's license and safe driving record
- Certified IPM Agent required within one year in the position.

Benefits

- Benefits: Medical and Pension
- Complimentary duty meals
- Uniform provided by the Club.
- Salaried position
- Competitive wage

COVID-19 considerations:

All staff will be provided the necessary PPE including reusable face masks, hand sanitizer and equipment disinfectants. In addition, signage has been posted throughout the staff building and hand sanitizer has been provided at all entry points.

Work Remotely - No

Deadline for submission: January 29, 2021

Expected Start Date: March 1, 2021

Application Instructions:

Those individuals, who are interested in applying, please complete the Online Application form on our website at www.donaldclub.ca. Please do not send resumes without applying on our website.

No telephone calls please.

We thank all applicants for their interest and will only contact those selected for an interview.

Applicants who do not already have legal permission to work in Canada will not be considered.

Donalda Club is an equal opportunity employer. Accommodations for disabilities will be provided to support participation in all aspects of the recruitment process.