

BEAR LAKE RESERVE

Golf Director

Duties

- Manage seasonal staff (2-3 golf shop attendants) and oversee day-to-day operations
- Offer private golf lessons and group clinics
- Organize, promote, and execute tournaments and other golf-related events
- Monitor status of golf carts, set up lease/purchase when needed
- Order food and beverage for pro shop
- Assist in ordering of merchandise for pro shop in conjunction with Bear N Bean manager
- Order golf-specific merchandise for pro shop
- Order, maintain all other needs for pro shop and its operation (rental clubs, range supplies, scorecards, cleaning supplies, etc.)
- Offer private golf lessons and group clinics
- Organize and execute tournaments and other golf-related events
- Assist marketing team with promotion of tee times, tournaments, clinics, merchandise, etc.

Bear Lake Reserve – Tuckasegee, NC

Golf Shop Attendant

Golf shop attendants are expected to provide an excellent experience to members and guests in and around the pro shop area

*Paid internship opportunities available for relevant courses

Responsibilities

- Open and close the pro shop
- Set up and maintain driving range area
- Set up and clean golf carts throughout the day after each use
- Clean pro shop and restrooms
- Complete merchandise/food and beverage sales while keeping cash count accurate
- Answer phone and emails and respond in timely manner
- Check-in all golfers
- Report to work on time and dressed in staff uniform
- Maintain “down to earth excellence” with every customer interaction
- Perform other duties as assigned by Golf Director or Supervisor

Qualifications

- High school graduate
- Willing to work variety of hours including on weekdays, weekends, and holidays
- Effective communication skills
- Ability to lift up to 30 lbs
- Basic knowledge of game of golf and related products

Benefits

- \$15-18/hour based on previous experience
- Access to all amenities at Bear Lake Reserve before/after shifts and on off days
- Employee discount on all amenities at BLR and in the Boutique by the Lake at BLR (clothing and accessories)
- Free golf at BLR before/after shift and on off days

If interested, please send your resume to courtney@bearlakereserve.com

Bear Lake Reserve – Tuckasegee, NC

Golf Course Superintendent – Job Description

Job Responsibilities:

Responsible for operation of the golf course operation and maintenance. Responsibilities include: turf grass/plant material maintenance programs, property/asset management, personnel management, budget/forecasting, financial management, scheduling. Maintenance of irrigation systems, pesticide and chemical applications.

The Golf Course Superintendent works to create an environment where staff is involved and enthusiastic, with open communications and respect for the members, guests and the property.

Basic Functions:

- Responsible for all phases of Golf Maintenance and Agronomic operations, cost control, and personnel.
- Works closely with, advises, and coordinates with the Head Golf Professional on any issues related to golf course maintenance.
- Directs and participates in the construction and maintenance of the grounds.
- Designs landscape plans for facility grounds and implements the plan.
- Administers and enforces all Club rules, regulations and policies for staff.
- Works closely with the GM to operate the Golf Course in a fiscally responsible and professional manner.
- Must be able to work independently and be a self-starting problem solver.

Primary Duties:

- Oversees the care and maintenance of the turf, ornamental plants, on the facility grounds.
- Directs and assists the staff on the planting of new vegetation, the replacement, spraying, pruning and trimming of trees and shrubs, the preparation of soil plant beds for aesthetically pleasing arrangements and tending to high stress areas.
- Provides detailed annual plan for the various property levels and the designated landscaping areas.
- Manages an irrigation systems and provides maintenance of existing irrigation heads and valves to provide efficient water usage.
- Recruits, supervises and retains maintenance staff. Conducts employee performance evaluations and exercises disciplinary action.
- Provides technical, operational and safety training for employees to ensure that staff is working within OSHA, club safety, state and federal guidelines for safe working conditions.
- Oversees subordinates in proper and safe operation and maintenance of mechanical and power equipment. Plans and budgets for additional or replacement capital equipment.
- Supervises and participates in the application and recording of chemical applications (fertilizers and pesticides) on the Club's grounds in compliance with all local, state, and federal regulations.
- Supervises and controls all maintenance expenses associated with Golf Course Operations, including payroll, supplies, chemicals and fertilizers.
- Develops annual operating budget and plans for maintenance and capital improvement projects.
- Maintains records and completes required reporting. Order parts, supplies and equipment as needed.

- Schedules maintenance practices around member play and outings to maximize efficiency and minimize disruption to members.
- Coordinates winter maintenance activities when necessary.

Knowledge & Skills Required:

- Knowledge of management and maintenance of greens, fairways and roughs.
- Knowledge of use and operating standards of equipment and tools used in golf course construction and maintenance work.
- Skill in recruiting, supervising, training, monitoring, evaluating and motivating personnel.
- Interpersonal skill to resolve conflict and work with supervisors, officials, employees, members and the general public.
- Knowledge of safe use, mixing and application of chemicals and commercial products.
- Knowledge of the game of golf, golf rules and methods of play.
- Ability to anticipate personnel, equipment, and material requirements related to golf course maintenance and repair assignments.
- Ability and knowledge to lay out irrigation patterns, drainage patterns.

Minimum Qualifications:

- 3-5 years of experience as a Golf Superintendent or 1st Assistant
- 2-year Degree or Certificate in Turf Management (or related field, like agronomy, plant science, soil science).
- Valid Driver's License.
- Pesticide Application License

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Bear Lake Reserve – Tuckasegee, NC

Assistant Golf Course Superintendent / Mechanic – Job Description

Assistant Superintendent / Mechanic Job Responsibilities:

- Directs and participates in the maintenance of the golf course including tees, greens, fairways, bunkers, cart paths and the rough
 - Supervises the maintenance and repair of all motorized and other mechanical equipment
 - Assists the superintendent in supervising the crew and dispersing daily crew work assignments
 - Carry out all golf course maintenance tasks with a sense of pride and ownership so as to adhere to established quality guidelines for daily course conditioning.
 - Demonstrate a basic knowledge of the game of golf, its rules and expected playing conditions for an “Upscale Championship” golf course.
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- **Minimum Education & Experience Required:**
 - High School Graduate Degree
 - 1 year of experience