

Golf Course Maintenance & Grounds Staff

Job Description

Position Title:	Golf Course Maintenance & Grounds Staff
Division/Department:	Golf Course Maintenance
Reports to:	Superintendent
FLSA Classification & Position Type:	Nonexempt / Hourly (starting at \$13 per hour pending experience)
Location:	Belmont 1600 Hilliard Road, Henrico, VA 23228

JOB SUMMARY

First Tee – Greater Richmond (FTGR) is a youth development organization that uses the game of golf and its inherent values to shape the lives of young people from all walks of life. We are strengthening the character of the community by providing programs that build resilience in our youth, teach critical life skills, and provide caring adult supervision in a safe environment.

Belmont was built in 1917 by Hall of Fame Architect A.W. Tillinghast as Hermitage Country Club. In the 1930's and 1940's, the course was a frequent stop for the PGA hosting the Richmond Invitational and 1949 PGA Championship. Legends like Ben Hogan, Sam Snead and more walked these hallowed fairways. In 1977, Hermitage Country Club built a new facility west of Richmond and Henrico County purchased the course and named the property Belmont Golf Club. Operated by the county until 2019, First Tee – Greater Richmond leased the course and conducted a \$5M renovation to the golf course converting it to a 12-Hole course, a 6-Hole course, and an 18-hole putting course with practice facilities which rival that of the best private clubs.

The golf course maintenance and grounds staff are responsible for mowing various playing surfaces, raking and maintaining bunkers, landscape bed upkeep, and usage of various hand tools to accomplish routine tasks.

ESSENTIAL FUNCTIONS

Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is illustrative ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class. It does not imply that all positions within the class perform all the duties listed, nor does it necessarily list all possible duties that may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Assists with preparing the golf course and practice facilities for daily play.
- Rakes and maintains bunkers.
- Mows golf course greens, tees, fairways, and roughs.
- Excavates and backfills ditches and trenches with hand tools.
- Assists with weed management and brush clearing.
- Tree trimming duties.
- Maintains the cleanliness of all golf course equipment.
- Assists with loading and unloading materials used for the golf course.
- Performs additional responsibilities related to the success of the organization.

JOB REQUIREMENTS AND QUALIFICATIONS (education and experience)

- High school diploma or GED preferred but not required
- Knowledge and safe operation of golf course maintenance equipment
- Previous experience on a golf course preferred, but not required
- Knowledge of and commitment to the goals and philosophy of First Tee

WORK ENVIRONMENT, TRAVEL, AND EXPECTED WORK HOURS

This position is performed in a golf course environment where employees are expected to frequently work in hot and cold conditions outside and work with sharp objects and tools to complete tasks.

Typical days and hours of work are 5:30am – 1:30pm Monday – Friday with a lunch break typically around 11am. On weekends those hours are 5:00am – 11:00am

PHYSICAL DEMANDS

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to handle or feel objects, tools or controls; reach with hands and arms; talk and hear. Specific vision abilities required by the job include close vision, distance vision, color vision, and the ability to adjust focus. The employee must be able to lift 50 lbs. to shoulder height.

EEO STATEMENT

First Tee - Greater Richmond provides equal employment opportunities (EEO) to all employees and applicants and does not make employment decisions because of or on the basis of race or traits historically associated with race, including hair texture, hair type, and protective hairstyles such as braids, locks, and twists, color, religion, sex, sexual orientation, gender identity, pregnancy, childbirth, or related medical conditions, including lactation, age (40 years of age or older), national origin, disability, marital status, veteran status, or any other basis prohibited by federal, state, or local law. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. First Tee – Greater Richmond reserves the right to modify the scope of this position. Factors that may affect this position include, but are not limited to, those related to business needs, organizational structure, industry trends, and individual skills and performance.

To apply, please send a resume and cover letter to Mike Nowicki at

mike@firstteerva.org