



EXECUTIVE SEARCH

EXECUTIVE SEARCH SERVICES FOR THE PRIVATE CLUB AND HOSPITALITY INDUSTRY

Candidate Profile

Assistant Golf Course Superintendent
Philadelphia Country Club
Gladwyne, PA 19035
www.philadelphiacc.net



Organization

Philadelphia Country Club is a prestigious, family-oriented private country club founded in 1890. The Club is one of the oldest member-owned country clubs in the United States and was one of the first seven members of the United States Golf Association (USGA). Located in the suburban community of Gladwyne, Pennsylvania, it is less than a half-hour drive from Philadelphia. Recognized as a Platinum Club of America, the Club's 1,000 member families and their guests truly enjoy exceptional facilities and legendary service from the excellent staff in place. Philadelphia Country Club hosted the 1939 U.S. Open, 2003 U.S. Women's Amateur and co-hosted the Men's 2005 U.S. Amateur tournaments.

The Club's facilities boast a 100,000 square foot beautifully appointed clubhouse featuring multiple casual and formal dining rooms, and several recently renovated private dining rooms including a 6,000 square foot ballroom with outdoor cocktail/pre-function rooms and outdoor dining.

Other amenities include a 27-hole golf facility with an 18-hole championship course (Spring Mill Course) designed by William Flynn as well as a 9-hole course golf course constructed to celebrate the 100th anniversary of the Club named "Centennial and recently redesigned by architect Jim Nagle. The Spring Mill course is consistently ranked among the top 10 in the state of Pennsylvania by Golf Digest. The Clubs amenities include hydro tennis courts, paddle courts, squash courts, a pickle ball court, newly renovated fitness center, a renovated state-of-the-art resort-style pool, a summer house, a rustic style lodge for trap and skeet shooting, and four lanes of bowling.

The Club employs 125 full-time year-round employees with an additional 100 year-round part-time employees. The Club will hire up to 100 seasonal workers to service the active membership during the seasonal months from April through October. Gross Dollar Volume for the Club is \$17 million.

Position Overview

The Assistant Golf Course Superintendent is a vital member of the management team in the golf course maintenance department at the Philadelphia Country Club.

The Club is set to begin a major restoration project on their 18-hole Spring Mill championship course in August 2023. The renovation project will be staged over two years with nine holes being renovated each year starting with the front nine. The Assistant Golf Course Superintendent will play a key role in this project and assist with the grow-in of the course once the construction is complete and the turf grass is planted.

The Club is looking for an assistant who is well-versed in the traditional duties of a golf course superintendent such as the daily operation, setup, and maintenance of the golf course for member play. Candidates must have strong grow-in experience and irrigation installation experience to ensure turf grass is grown in properly.

The Assistant Golf Course Superintendent working under the direction of the Golf Course Superintendent will provide leadership, direction, management, and mentoring to the golf course maintenance staff to build to a cohesive and motivated team fostering collaboration with all departments at the Club.

Job Profile

- Ability to ensure delivery of the mission, vision, brand delivery, and goals of the Club leadership and members
- Assist the Superintendent in implementing a creative and innovative approach to managing the Maintenance Department
- Ability to set expectations for the maintenance department and follow through to ensure that the departments goals and objectives are met or exceeded
- Possess the necessary technical expertise and experience to perform the duties of an Assistant Golf Course Superintendent at a high-level private club
- Scheduling and maintenance of the irrigation system
- Pesticide management, application, and proper record keeping/documentation
- Ensuring the Club remains in compliance with all local, state, and federal regulatory guidelines
- Property management
- Excellent communication skills; use these skills to ensure staff and members/guests are fully informed on the operations of the maintenance department
- Personnel/HR management
- Helps the superintendent create a positive work environment and culture in the golf course maintenance department, where staff is involved, engaged, enthusiastic and safe
- Enhance and embracing the maintenance staff culture so it is commensurate with the overall culture of the Club and ensuring strong working relationships with all staff, club leadership, members and guests
- Construction and renovation experience is highly desirable

Responsibilities and Essential Functions

Leadership

- Directly supervises the Maintenance staff in all golf course maintenance activities including turf care, fertilizing, pesticide applications, water management, pump station operation, irrigation heads and controller repairs and maintenance, and equipment preventative maintenance and repair.
- Be proactive in bringing forward innovative ideas to Club supervisors and leadership to facilitate the continual delivery of exceptional quality course conditions.
- Ability to create an environment where there is a “sense of ownership” amongst the staff.

Operations

- Must possess proven golf course grow-in experience at a top club in the Mid-Atlantic region of the U.S.
- The ability to program, operate, and maintain irrigation systems including pump stations, computerized controls, valves, irrigation heads is highly desirable.
- The Assistant Superintendent must take a “hands on” approach to managing the golf course maintenance staff and lead by example, setting the bar in terms of employee performance.
- Under the direction and supervision of the Golf Course Superintendent, the Assistant Golf Course Superintendents maintain the Philadelphia Country Club and the appropriate grounds according to the Club’s standards including all the daily mowing and course set-up.
- Must have the ability to formally document and log in all daily maintenance activities including weather conditions, cultural practices, equipment maintenance, fertilizer and pesticide applications, fuel usage, etc.
- Perform all related golf course maintenance activities as required for this position.
- Must have the ability to hire, train, supervise, develop, and mentor staff in the maintenance operation which is extremely important to the Club.

Human Resources

- Have the ability to professionally hold all Maintenance team members accountable for their respective areas of

responsibility per Club policies and procedures.

- Assist the Superintendent in developing a comprehensive safety program and conduct regular safety meetings to ensure a safe work environment.
- Working with the Golf Course Superintendent, must be effective and proficient at interviewing, hiring, and progressively disciplining all staff according to the Club's guidelines and policies.
- Must be able to complete all required administrative duties in a timely manner including payroll, employee performance reviews, accounting procedures pertinent to the maintenance operation, staff scheduling, and daily reporting documentation.

Management

- Must possess the ability to assist the Golf Course Superintendent in developing and managing the department's budget according to the Club's financial procedures while meeting all of the deadlines.
- Must have the ability and willingness to work weekends, holidays, and potentially flexible hours in order to get the job done as required for this position
- Required to attend and participate in all staff meetings and other meetings that are directly related to the position of Assistant Golf Course Superintendent.

Education, Experience, and Qualifications

- Must possess an Associates or Bachelor of Science degree in a related field such as agronomy, turf management, horticulture, or soil science.
- Must have 3-5 years of experience as an Assistant Superintendent or equivalent position at comparable facilities to Philadelphia Country Club.
- Experience in the Mid-Atlantic region is desirable.
- Must possess or have the ability to obtain a pesticides applicators license that meets all the requirements of the State of Pennsylvania.
- Must possess a valid/current Pennsylvania Driver License and have a clean driving record.
- Must possess basic computer skills to perform report writing, electronic payroll functions, financial reporting, budget management, email, and internet.
- Must have a basic understanding of purchasing procedures, ordering of materials and supplies, inventory control.
- Must have good communication skills with staff, members, guests, vendors, and contractors and always conduct club business in a professional manner while representing the Club.
- Must have an understanding of the mechanical maintenance operation of all golf course maintenance equipment, preventative maintenance programs, irrigation hydraulic systems and components.

Competitive Compensation & Benefits

- A base salary will be commensurate with education and experience and will be competitive with like facilities in the general area of the Philadelphia Country Club for the position of Assistant Golf Course Superintendent.
- Standard Philadelphia Country Club benefits package including participation in a group health plan, 401K plan, paid time off, educational and professional development opportunities, and professional association benefits, etc.
- Relocation package available if applicable.

Professionals who meet or exceed the established criteria are encouraged to send a resume and cover letter as soon as possible but no later than March 3, 2023 to GSI Executive Search, attention GSI Principal Mark Woodward:

GSI Executive Search
Mark Woodward, CGCS,

Principal

markw@gsiexecutivesearch.com

GSI Executive Search has been serving the private club industry for over twenty-five years, providing a wide range of executive search and placement services. In addition to GM searches that have been performed recently, GSI consultants have done over 70 GM searches around the US in the last two years. GSI also conducts searches for all leadership roles at private clubs including Assistant GM's, Directors of Agronomy, Golf Course Superintendents, Assistant Golf Course Superintendents, Executive Chefs, etc.