



Athletics and Physical Education Job Family: **Golf Course Superintendent Progression**

These generic job title summaries are intended to indicate the kinds of tasks and levels of work complexity that will be required of positions classified to any of these titles and are not intended to be construed as declaring the specific duties and responsibilities of any particular position. The use of particular expressions or illustrations describing functions within a specific job title does not exclude other duties of a similar kind and/or level of complexity. Positions are classified to a particular job title based upon the predominant level of expected work complexity. ***A position that is classified into this title and band must meet the Cornell requirements for exemption under the FLSA.***

GENERIC JOB PROFILE SUMMARIES

Assistant Golf Course Superintendent MANAGEMENT	Golf Course Superintendent MANAGEMENT
Assist Superintendent in overseeing the maintenance of the Cornell University Golf Club's eighteen hole course.	Supervise the maintenance of the Cornell University Golf Club's eighteen hole course.
Assist in the hiring, training, and supervision of the necessary work force for proper golf course and related machinery maintenance twelve months a year.	Hire, train, and supervise the necessary work force for proper golf course and related machinery maintenance twelve months a year.
Supervise the repair, preventative maintenance, and inventories of golf course equipment.	Supervise the repair, preventative maintenance, and inventories of golf course equipment.
Supervise fertilization, weed control, disease control, proper cutting, and irrigation of golf course turf and plantings.	Manage the fertilization, weed control, disease control, proper cutting, and irrigation of golf course turf and plantings.
Research and remain certified in all care and maintenance operations, methods, and materials.	Research and remain certified in all care and maintenance operations, methods, and materials.
Acts on the Superintendent's behalf in his/her absence.	
	Purchase equipment and supplies as needed.
	Coordinate activities with Head Golf Pro.
	Assist in the preparation of the overall golf course budget with the Head Golf Pro and other staff.

JOB FACTOR PROFILE TABLE

FACTOR PROFILE	11301 ASSISTANT GOLF COURSE SUPERINTENDENT, BAND E	10417 GOLF COURSE SUPERINTENDENT, BAND F
MINIMUM EDUCATION AND EXPERIENCE EQUIVALENCY	Bachelor's degree or equivalent; 2 but less than 4 years of experience or equivalent	Bachelor's degree or equivalent; 3 but less than 5 years of experience or equivalent
IMPACT	Moderate impact	Moderate impact
CONTACTS - INSIDE	Assist other Cooperation of task completion	Assist other Cooperation of task completion
CONTACTS - OUTSIDE	Provide information that exists within pre-established documents or programs	Provide information that exists within pre-established documents or programs
CONTACTS - STUDENTS	None to limited contact	None to limited contact

FACTOR PROFILE	11301 ASSISTANT GOLF COURSE SUPERINTENDENT, BAND E	10417 GOLF COURSE SUPERINTENDENT, BAND F
SUPERVISION	Provide day-to-day supervisory direction to employees within the department	Provide day-to-day supervisory direction to employees within the department
COMPLEXITY	Frequently adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment	Frequently adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment
LEVEL OF DECISION MAKING	Responsible for assisting in and influencing decisions concerning policy-setting, research, planning, or students	Responsible for assisting in and influencing decisions concerning policy-setting, research, planning, or students
FREEDOM OF ACTION	Directly affect a functional area Minimal effect on students and employees	Directly affect a functional area Minimal effect on students and employees
EFFECT OF DECISION MAKING	Very general supervision Requires interpretation of work policies and procedures, at times deviation from standard work practices	Very general supervision Requires interpretation of work policies and procedures, at times deviation from standard work practices
WORKING CONDITIONS	Variable working conditions including exposure to conditions which require cautious handling of animals or mildly toxic plants; chemicals or substances requiring careful use; or equipment requiring close attention. Safety gear may be required	Variable working conditions including exposure to conditions which require cautious handling of animals or mildly toxic plants; chemicals or substances requiring careful use; or equipment requiring close attention. Safety gear may be required