



Facility & Grounds Manager

Chapter Overview: First Tee – Canton is a youth development and character education program based in Canton, OH. Our chapter is part of a larger network of chapters through the First Tee organization. Our Mission is to impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf.

Reports to: Executive Director

Employment Status: Full time, Non-Exempt

Job Summary:

The First Tee – Canton Facility & Grounds Manager will be responsible for the First Tee – Canton golf course and learning center maintenance and operations. Duties include, without limitation, maintaining all green grass areas, ensuring equipment is maintained and addressing needs for facility repairs and upkeep.

Roles & Responsibilities:

Golf & Facility Management

- Maintaining golf course and green grass areas; including mowing, tree maintenance, weeding, etc.
- Provide maintenance to artificial greens including but not limited to cleaning cups, replacing flag sticks, etc.

- Maintain and utilize course irrigation system as needed; maintain sprinkler heads and upkeep irrigation pump
- Oversee maintenance of course equipment including mowers, golf carts, etc.
- Perform fertilizer and chemical application as needed in compliance with all local, state, and federal regulations
- Snow removal as needed
- Manage repair work and maintenance at all buildings; maintain local and state regulations and requirements
- Perform maintenance activities in a safe and effective manner, which is conscious of the safety of First Tee participants, staff, and volunteers

Administrative

- Coordinate with vendors for purchasing supplies and equipment
- Oversee facility budgeting and providing insight on items to budget for
- Keep accurate and complete records on inventory, maintenance procedures, etc.
- Supervise any part-time facility positions and volunteers
- Other tasks as assigned

Requirements:

- High school diploma or GED
- Turf grass management degree not required but preferred
- Strong written and verbal communication
- Ability to multi-task and overseeing various projects at once
- Minimum one year of grounds keeping experience
- Preferred certification in spraying and applying chemicals and fertilizers
- Exemplify and perform duties based on First Tee Nine Core Values
- Must pass background check and drug screening and complete First Tee Safe Sport training
- Valid Driver's License

First Tee - Canton is an Equal Opportunity Employer (EOE). Women, minorities, veterans, and individuals with disabilities are encouraged to apply. Qualified applicants will receive consideration for employment without regard to their race, color, religion, national origin, sex, sexual orientation, gender identity, protected veteran status or disability.