



Internship Information:

Capilano Golf and Country Club, West Vancouver, British Columbia, Canada

On-the-Job Training Information

Position: Intern

Course Name: Capilano Golf and Country Club

City and State: West Vancouver, British Columbia, Canada

Duties: Work a minimum of 40 hours a week, while being flexible to the possibility of working weekends and evenings. Typical tasks will include, but not be limited to the following;

- Perform fertilizer and chemical applications as well as to calibrate equipment, while keeping accurate application records and an inventory of products
- Assist with all aspects of irrigation including hand watering, operation of the irrigation system, troubleshooting and repairs, logging and filing flow records and maintaining an inventory of parts
- Involvement in Course Setup including setting pins and markers, scouting for disease/pest activity and recording weather conditions
- Responsible for carrying out a variety of skilled and semi-skilled tasks relating to course projects, including the safe operation of heavy equipment
- Aiding in the application, monitoring and record keeping of a fairway/rough over-seeding program
- Carry out any assigned tasks to a high standard and in a timely and efficient manner, while ensuring the safe use of equipment and materials
- Act as an ambassador of the Maintenance Department within the club and as a representative of the club at professional outings.
- Required to be available as much as possible for shifts during our major aerification and topdressing (April and September - if this fits the internship period).



Internship Information:

Capilano Golf and Country Club, West Vancouver, British Columbia, Canada

Course Information: Capilano is a private 18 hole facility located in beautiful British Columbia, Canada. The course was constructed in 1938 by esteemed Canadian Golf Course Architect Stanley Thompson and is currently ranked #7 in Canada by Score Golf Magazine. The course is located on the cusp of the Hollyburn Mountains, and only 10 minutes from downtown Vancouver. "Cap" is open to play year round, with the majority of the 31,000 rounds/year played between April and October. Turf types are poa annua on greens and a mix of poa annua/ryegrass on tees, fairways and roughs. The course completed the first stages of a long range master plan this past season including a green expansion, complete green surround and tee renovation, including new irrigation installation. Future projects include more green expansions, irrigation upgrades and the construction of a new Maintenance Facility scheduled for the fall of 2010. Our staff consists of 20 full time and 15 part time employees during summer months and progressively reduces to 5 full time staff during winter months.

Tournaments to be held: For the 2010 season only club and invitational tournaments are being held at Capilano.

Wages: \$15.75/hr CDN

Overtime Available: Yes No **Typical hours per week:** 40-50

Housing: provided and available at: _____
 intern must provide own housing *will aid in locating suitable housing*

Meals: provided intern must provide own meals

Golfing privileges: Yes No

Contact: Jamie Robb, Assistant Superintendent

Address: 420 Southborough Drive,
West Vancouver, British Columbia, Canada
V7S 1M2

Phone: 1 (604) 913-6335 **Email:** jamier@capilanogolf.com

Closing Date: Priority will be given to applicants who submit their resume via email by December 24th, 2009.

(Attached below is the "Intern" Job Description for Capilano Golf and Country Club)



Internship Information:

Capilano Golf and Country Club, West Vancouver, British Columbia, Canada

DATE November 2009
DEPARTMENT: Course and Grounds
JOB TITLE: Intern
REPORTS TO: Assistant Superintendent and Course Superintendent
LEVEL Labourer
STATUS Hourly - Full Time - Seasonal

Position Summary:

The Intern is responsible for carrying out a variety of tasks asked of him/her. This position requires the ability to take direction and a desire to learn. Working closely with and learning from the Golf Course Superintendent, Assistant Superintendent and Senior Grounds Persons will maximize the learning experience in technical areas such as; pesticide and fertilizer applications, irrigation management, heavy equipment operation and daily course setup.

Essential job functions:

1. Work a minimum of 40 hours a week, while being flexible to the possibility of working on weekends and evenings. Schedules are posted in advance and mutual consent is required to alter shifts with less than 2 weeks notice.
2. Work with the Environmental Manager to perform fertilizer and chemical applications as well as to calibrate equipment, while keeping accurate application records and an inventory of products.
3. Assist the Irrigation Technician with all aspects of irrigation including, but not limited to; hand watering and operation of irrigation system, irrigation troubleshooting and repairs, providing input on nightly irrigation scheduling, logging and filing flow records and maintaining an inventory of parts.
4. Involvement in Course Setup (including setting pins, markers, scouting for disease/pest activity and recording weather conditions).
5. Responsible for carrying out a variety of skilled and semi-skilled tasks relating to course projects, including the safe operation of heavy equipment.
6. Aiding in the application, monitoring and record keeping of a fairway/rough over-seeding program.
7. Required to be available as much as possible for shifts during our major aerification and topdressing (April and September – if this falls during the internship period).
8. To carry out any assigned tasks to a high standard and in a timely and efficient manner, while ensuring the safe use of equipment and materials.
9. Act as an ambassador of the Maintenance Department within the club and as a representative of the club at professional outings.
10. Does not accept directions from any members and does not discuss his work with any member.
11. Perform other related duties as necessary or as assigned by the Assistant Superintendent or Course Superintendent



Internship Information:

Capilano Golf and Country Club, West Vancouver, British Columbia, Canada

Status and scope:

This position reports to the Assistant Superintendent and Course Superintendent. The Intern must be able to work as part of a team, take direction and execute required tasks while keeping in mind the overall goals of the Maintenance Department.

POSITION DESCRIPTION

Qualifications:

Is currently enrolled in or has recently completed a recognized degree/diploma program. Ability to work in a physically demanding environment and in varying environmental conditions (including heat, rain and cold). Possess a driver's license that is valid in the province of British Columbia. Must be able to follow direction, work independently or as part of a team. Maintain a neat, clean and professional appearance at all times. This includes being clean shaven (no beards or moustache should be grown in during the work season), showered daily and dressed in according safety gear or staff uniform at all times. Has a practical knowledge of the game of golf and has a thorough understanding of its rules. Has or is willing to obtain a British Columbia pesticide applicators license.

Technical and Special: *indicate (X) what type of skillset is typically required on this job.*

X	Skilled Labour		Working knowledge of Microsoft Office	X	Technical- Calibration and application of fertilizers and chemicals
X	Semi-Skilled Labour	X	Valid Drivers License		Technical- Personnel Management
X	Hand Labour	X	Pesticide Applicators License		

Use of equipment: *indicate (X) what type of equipment is typically used on this job.*

X	Heavy Grounds Equip.		Snow Removal Equip.	X	Road Vehicles, Trucks etc.
X	Light Groundskeeping	X	General Cleaning Tools		
X	Power Equipment	X	General Maint. Tools		

Lifting requirements: *Indicate (X) what statement best describes the usual lifting activity.*

	Sedentary	Lifting up to 10 pounds maximum and carrying small items
	Light	Lifting up to 20 pounds maximum with frequent lifting of objects up to 10 pounds.
	Medium	Lifting up to 50 pounds maximum and carrying objects up to 25 pounds
X	Heavy	Lifting up to 100 pounds and carrying objects up to 50 pounds
	Very Heavy	Lifting objects in excess of 100 pounds with frequent lifting and/or carrying objects weighing 50 or more.



Internship Information:

Capilano Golf and Country Club, West Vancouver, British Columbia, Canada

Physical demands:

	<i>Not Required</i>	<i>Occasional</i>	<i>Frequent</i>	<i>Constant</i>
Bending			X	
Pushing			X	
Hearing			X	
Reaching			X	
Climbing			X	
Seeing				X
Speaking			X	
Standing			X	
Walking			X	

Definitions:

Not Required

This activity may not be a routine part of the job.

Occasionally

This activity is an essential part of the job at random intervals.

Frequent

This activity is a usual and customary part of the job.

Constant

This activity is continually occurring as part of the job.