



DEPARTMENT OF PARKS & RECREATION

Golf Director

Annual Salary Range:
\$127,854 – 198,840

This is a CLASSIFIED position.
Applications will be accepted until the needs of the
Department are met and is subject to closure
without prior notice.





The County of Los Angeles

The County of Los Angeles serves a demographically and geographically diverse population of more than 10 million residents. Employing over 100,000 employees who work in roles as broad as law, civil engineering, public safety, healthcare, and human services, the County operates with an annual budget of over \$46 billion for the fiscal year 2023-2024.

The County is a Fair Chance employer, committed to diversity and inclusiveness in its workforce. Los Angeles County drives major elements of the national and world economies. It is also a cultural hub, the epicenter for arts, media, and entertainment for the world – unlike anywhere else.



The Department of Parks & Recreation

The County of Los Angeles Department of Parks and Recreation (LA County Parks) manages 183 parks, which include regional and local community parks, nature centers, wildlife sanctuaries, botanical gardens, performance venues, equestrian centers and more than 200 miles of multi-use trails for hiking, biking, and horseback riding. LA County Parks manages an extensive aquatics program that includes 42 public pools, 19 splash pads and 14 lakes with 3 recreational swim beaches.

LA County Parks manages the largest municipal golf system in the country offering a variety of programs for adults and children with 20 courses located in 18 facilities. The Los Angeles County Golf System provides an unparalleled golfing experience amidst Southern California's stunning scenery. LA County Parks partners with expert golf industry professionals who operate our golf courses under long-term leases and short-term management agreements. Managed and maintained to the highest standards, LA County parks golf courses offer golfers the opportunity to enjoy challenging championship layouts, as well as more accessible options for casual play. Annually, 1.2 million people visit LA County Parks golf system with over 850,000 people playing at the Driving Ranges. LA County Parks partners with community-based organizations to provide community golf programs, including our Junior Golf Program to ensure equitable access and growing the game of golf in communities.



The Position

LA County Parks is seeking the next Golf Director to lead and direct the largest municipal golf system in the country. This opportunity is tailored for an adept and passionate golf management professional who is a leader in the golf profession and has a demonstrated experience in golf course management and a demonstrated commitment to advancing equity to lead, shape and innovate for the future of golf recreation for residents and visitors of Los Angeles County.

As the Golf Director for the Los Angeles County Golf System, this individual will be tasked with overseeing the strategic direction and day-to-day operations of the entire network of courses. This includes managing staff, and contracted operators who ensure course quality, developing and implementing marketing strategies to attract players, and ensuring adherence to regulatory standards. The Golf Director is also responsible for actively engaging operators, partners and key stakeholders, community-based organizations to provide and promote inclusive and accessible recreational golf programs, such as the Junior Golf Program. In addition, the Golf Director will partner to drive revenue generation through various initiatives such as tournaments, memberships, and partnerships and plays a crucial role in shaping the overall experience for golfers, striving to provide exceptional service and amenities across all facilities within the LA County Parks Golf System.

This role reports to LA County Parks Deputy Director and is a key contributor to the Executive Management Team. This senior-level classified opportunity offers the chance to oversee a significant portfolio of 20 public golf courses with core programs such as the Junior Golf Program, community and philanthropic partnerships, and a talented team of support staff. Additionally, the Golf Director may also be responsible for promoting golf tourism, developing partnerships with local businesses or organizations, and advocating for the growth and sustainability of golf within this vibrant and diverse metropolitan county. If you are a dynamic professional with a passion for golf and possess strong leadership, innovation, and program execution skills, we invite you to be a driving force in shaping the future of golf in the County of Los Angeles.



Key Responsibilities

- **Strategic Planning and Management:** Develop and implement strategic plans for LA County Parks golf courses, including setting goals, establishing budgets, and allocating resources effectively. This involves overseeing the day-to-day operations of all county-owned or managed golf facilities.
- **Financial Management:** Responsible for managing the financial aspects of the golf courses, including budgeting, revenue generation, cost control, and financial reporting. This includes overseeing pricing strategies, membership programs, and revenue-generating initiatives.
- **Course Maintenance and Improvement:** Ensure that all golf courses are well-maintained and meet the highest standards of quality and safety. This involves coordinating maintenance schedules, overseeing groundskeeping staff, and implementing improvement projects to enhance the playing experience.
- **Community Engagement and Partnerships: Represents:** LA County parks in collaborative discussions and develops strong relations with local communities, professional associations and community stakeholders to develop and implement programs and events that meet the diverse needs of the County of Los Angeles.
- **Customer Service and Community Relations:** Maintain positive relationships with golfers, residents, partners, and community stakeholders. This includes addressing customer concerns, soliciting feedback, and organizing community events or outreach programs to promote golf and engage with the local community.
- **Regulatory Compliance and Risk Management:** Ensure that all golf facilities comply with relevant laws, regulations, and industry standards. This includes managing safety protocols, environmental regulations, and insurance requirements to mitigate risks and liabilities associated with operating golf courses in the county.

Other Key Duties

- Plans, directs, and oversees, through Assistant Golf Directors and lessees, the operation and maintenance of golf course buildings and grounds within the golf course system, and the scheduling and conducting of routine and special events such as junior, senior citizens, adult and charitable golf tournaments and outings.
- Directs the administration and evaluation of the County's golf course policies and procedures for operations and play, to ensure that public service needs are met;
- Manages, monitors, evaluates, and enforces contracted operators' performance of maintenance service, and starter and concession operations within the County golf course system;
- Develops procedures for, and coordinates and monitors the collection, safekeeping, deposit, and accounting of golf course fees and charges to ensure the maintenance of effective systems for budgetary controls and the projection of revenue;
- Responsible for the investigation of complaints by the public and the Department regarding golf course facility maintenance, fees, and personnel problems within the golf course system;
- Directs and approves the ordering of materials, supplies, and equipment for the golf course system within existing departmental policies and procedures;
- Establishes inventory levels and ensures the distribution of equipment and supplies to assigned golf courses;
- Directs the preparation of financial and fiscal reports and record as required;
- Authorizes the assignment of staff within the golf course system in accordance with approved staffing patterns, and to meet emergencies in accordance with departmental policies and procedures;
- Formulates and prepares the golf course system operating and capital improvement project budgets, including the preparation and monitoring of budget proposals for golf course system operations and staff expenditures; and
- Oversees the creation and distribution informational and promotional inquiries and literature.



Selection Requirements

- 1) Option 1:
 - a. A Bachelor's Degree¹ from an accredited four-year college or university with specialization in either golf course management, park management, turf management, landscape architecture, horticulture, agronomy, business administration, public administration, or closely related field;

AND

 - b. Two years of experience supervising personnel engaged in golf course operations.²
- 2) Option 2: Six years of experience as a golf course manager directing golf course operations including golf course maintenance, repair and construction, and scheduling of special events at a recognized public or private golf course facility³.
- 3) Option 3: Two years of experience as an Assistant Golf Director⁴ in the County of Los Angeles.
- 4) All applicants must have a valid California Class "C" driver's license or ability to utilize an alternative method of transportation when needed to carry out essential job-related functions.

Desirable Qualifications

- 1) Experience concurrently managing golf courses at a recognized public or private golf course facility.
- 2) Experience concurrently managing capital projects⁵ at a recognized public or private golf course facility.
- 3) Experience concurrently managing capital improvements⁶ at a recognized public or private golf course facility.
- 4) Experience working with government agencies related to golf.
- 5) Experience implementing programs and developing partnerships with stakeholders, non-profit organizations and advocacy groups dedicated to Diversity, Equity and Inclusion.
- 6) Additional relevant experience beyond the Selection Requirements above.

¹ "Bachelor's Degree": Applicant must include a legible copy of the official diploma, official transcript(s), or official letter from the accredited institution which shows the area of specialization. (Note: Foreign studies must be evaluated by an academic credential evaluation agency and deemed to be equivalent to degrees from the United States.)

² "Golf Course Operations": Consists of grounds maintenance, food and beverage operation, driving range and golf operations, fiscal management, and staff supervision.

³ "Recognized public or private golf course facility": Defined as a full-service facility which includes food, merchandise, driving range and cart fleet, and has a minimum of 18 holes.

⁴ "Experience as an Assistant Golf Director": This is an individual who has held or currently holds the Los Angeles County payroll title of Assistant Golf Director, Item 8813.

⁵ "Capital Projects": This is a large, long-term project involving a significant piece of property that will be improved, built upon, or maintained, requiring a budget of over \$1 million

⁶ "Capital Improvements": An addition of a permanent structural change or the restoration of some aspect of a property that will either enhance the overall property value, prolong its useful life, or adapt it to new uses (minimum cost of \$50,000).



Compensation

Annual Salary Range: \$127,854 – 198,840

This is a classified position and is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP).

How to Apply

****** PLEASE BE AWARE THAT THIS IS NOT THE OFFICIAL BULLETIN
ANNOUNCEMENT FOR THIS POSITION. ******

For complete details and information on this job opportunity, and to submit your application, please establish a NEOGOV profile and complete your submission by going to <https://bit.ly/3uqKZCl>.

Applications and resumes submitted by any other method, including US mail, electronic mail, third party websites, fax, or in-person submissions, WILL NOT BE ACCEPTED.



For all exam-related inquiries,
please contact:

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