PGA Career Services

PGA Employment Services is pleased to notify you that the information in your CareerLinks profile meets the criteria established by the employer for the following position:

General Manager
Georgetown Country Club
Georgetown, TX

Conveniently located just north of downtown Austin and nestled in the heart of Georgetown is Georgetown Country Club. Georgetown Country Club is a family-oriented private and member-owned private club with a history rich in tradition and southern hospitality. Whether you are playing our beautifully tree-lined golf course, networking with other professionals, playing a friendly game of tennis or enjoying a casual dinner with friends, we invite you to spend time at Georgetown Country Club and discover what makes us so special.

Georgetown Country Club continues to thrive in today's challenging environment through our uncompromising commitment to service. Our membership is fully aware of the issues facing private clubs today's economy, and as owners, each of our equity members share in the club's commitment to a continuous and financially responsible improvement process. Further, our Ambassador Program ensures new members are quickly integrated into our family, and are treated with a courtesy and respect seldom found at other clubs in our area.

Club Facts

- Number of Members: Golf 360; total 380
- Gross Dollar Volume: $2,100,000
- Food and Beverage Sales: $850,000
- Staff Managed: 40
- Monthly Dues: $180 -$260
- Banquets or Functions: 50
- Rounds of Golf: 35,000
- Golf Course Par: 70
- Annual Golf Events: 30
- Corporate Events: 5
- Amenities: 18-Hole Golf Course, Pool, Restaurant/Catering, Clubhouse, Private Events, Tennis Courts.

Job Overview

Position Profile: The General Manager reports to the Board of Directors and serves as chief operating officer of Georgetown Country Club. The GM is responsible for all aspects of the Club including its activities and the relationships between the club, the Board of Directors, members, guests, employees, and community.

Responsibilities include:

- Sustains and administers club policies as defined by its Board of Directors.
- Directs all work of all department managers
- Develops and monitors the budget
- Monitors the quality of club products and services
- Ensures maximum member and guest satisfaction
- Secures and protects all club assets, including facilities and equipment
- Maintains Club fiduciary responsibilities.

Priorities & Success Factors:

- Customer Service / Hospitality
- Interpersonal Skills
- Staff Supervision and Training
- Business Plan Development
- Business Management
- Financial Reporting
- Generating / Maximizing Revenues
- Generating Profits / Return on Investment
- Management Reporting
- Strategic Planning
- Verbal Communications
- Written Communications
- Course Maintenance Supervision
- Food and Beverage - Full Service Dining
- Food and Beverage - Banquets / Catering
- Managing Multiple Departments at a Facility
- Marketing and Promotion
- Membership Recruiting and Retention

Requirements:

- PGA of America or CMAA Member in good standing
- Minimum 5 years experience in private club management as a GM or Assistant GM
- Strong background in Food and Beverage
- The preferred candidate will have a Bachelors Degree in Hospitality Management. CMAA Certification is also preferred.

Preferences:

- 5-years experience as a general manager
- Private club background, member owned a plus

Core Competencies: Strong Leadership Skills, Big Picture Thinker, Budget Development & Management, P&L Responsibility, Customer Relationship Cultivation, Cross-Cultural Team Building and a strong Entrepreneurial Spirit.

Compensation: Base salary $75,000-$80,000, Quarterly bonus up to $2,500 per quarter based upon performance to goal, stipend for Health Insurance, as well as relocation assistance.

To be considered for this position, please forward your resume in confidence to Simon Black at sb.1967@yahoo.com.

PGA™
Career Services

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