



Green Valley Country Club

This Club uses CMAA'S General Manager/Chief Operating Officer Concept

Club Details:

Age of Club	Number of Members	Average age of members	Club Ownership
104	460	49	member-owned
Gross Dollar Volume	Annual Dues	Annual Food Sales	Annual Beverage sales
\$7,500,000	\$3,125,000	\$1,700,000	\$377,000

Club Features:

Founded in 1919, Green Valley Country Club is a beautiful, member owned golf and country club found on 182 acres in beautiful Montgomery County. The Club prides itself on "family" and provides members and their guests with exceptional athletic, dining and clubhouse facilities. The existing clubhouse was constructed in 1993 and has undergone extensive renovations over the past 10 years.

The membership consists of 460-member families who have a great appreciation for both the game of golf and a high quality, service run clubhouse.

Our William Flynn designed golf course is considered by many to be the "hidden gem" in the Philadelphia area.

The Club is boasting the most robust Pickle Ball program on the East Coast.

Golf Facilities:

18-hole William Flynn course, par 71

Dining Facilities:

Type	Number of Rooms	Seating Capacity
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*Formal Dining Room	1	80
*Informal Dining Room/Rooms	3	210
*Banquet Room/Rooms	3	500
*Conference Room/Rooms	2	140
*Halfway-House	1	20
*Pool Bar, Dining & lounge	1	120

Tennis Facilities:

Indoor	3
Outdoor Hard Clay/Hard Tur	4

Swimming Facilities:

Outdoor-recently renovated	1 Olympic
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Open Advertisement

Position:

Clubhouse Manager.

Job Description:

This Clubhouse Manager will actively participate in all aspects of the 82,000-square foot facility and ensure the highest standards for food, beverage, sports, recreation, entertainment, and all other club services. He/she reports directly to the General Manager and serves in the role of the General Manager in his/her absence. Direct reports include but are not limited to the Executive Chef, Catering Manager, Assistant Clubhouse Manager, Assistant Clubhouse Managers, Dining Managers, Dining Room Assistant Managers and Pool Director.

Primary responsibilities include supervision of all Food and Beverage programs, Housekeeping, Locker and Laundry, Valet Parking, Front Desk, Pool, and Clubhouse Maintenance.

Special emphasis to be given to Food and Beverage operations. This person will possess a keen sense and passion for the art of food and beverage presentation and its service. Responsible for member satisfaction and financial performance as it relates to food and beverage.

This position requires a hands-on professional that is committed to a high level of membership interaction, visibility, and staff management.

Other Duties:

- * Budget and business planning.
- * Catering sales and marketing.
- * Committee participation.
- * Training and mentoring
- * Community activities.
- * Newsletter, Website, Calendar. Membership programs.

Candidate Qualifications:

- * Tact and professionalism always when dealing with members, guests and staff.
- * A high degree of initiative and resourcefulness.
- * Five years of progressive hospitality supervisory experience in a quality club, hotel or resort environment (club experience preferred).
- * Fiscal management skills with a thorough knowledge of food and beverage costs of sales management.
- * Excellent computer (Jonas), written and communication skills required.
- * Strong leader able to think outside the box and offer new and creative ideas that will enhance the member experience.
- * The ideal candidate will be a career-oriented professional who aspires to be a private club General Manager.
- * Has acquired or is pursuing the “CCM” designation. Demonstrates a commitment to continuous improvement.
- * Impeccable background stemming from high quality, high touch operations and verifiable references.

* Culinary background a plus.

Educational Qualifications:

Bachelor's degree in hospitality or the equivalent is preferred.

Date Position Available:

Immediately.

Compensation:

Commensurate w/ Experience

Other Benefits:

Salary and benefits commensurate with experience, health, dental, vision, life, std, ltd insurances, vacation, personal and sick time. 401k w/ match, holiday/performance bonus, continuing education and CMAA membership, golf course privileges.

The Club will pay usual and customary fees associated with interviewing.

The Club has six managers employed (in this position) over the past 30 years all of which have been General Managers.

**Please send all cover letters and resumes to General Manager/COO,
Harry Ginther, CCM.
harry.ginther@greenvalleycc.org**