



Schererville, Indiana  
General Manager

### **About the Club**

Briar Ridge Country Club is an established and thriving private club located in Northwest Indiana, less than 30 miles from downtown Chicago. Located in an upscale gated community, the Club includes 27 championship holes designed by renowned architect Larry Packard. The club also includes a large driving range, two practice putting greens and a short game area that allows for shots up to 60 yards. The course provides a challenging but fair layout for players of all ability levels, with three distinct 9-hole courses. The club also boasts a fully-stocked Golf Shop, two restaurants, 4 freshly resurfaced tennis courts with pickleball, a half-Olympic sized pool, and bocce ball courts. BRCC is a vibrant and active family club with robust junior golf, tournament, and instruction programs.

### **Briar Ridge Country Club by the numbers:**

- 360 golf members and 380 social members (both categories are capped)
- 24,000 rounds of golf annually
- \$5.1 million operating budget
- \$2 million annual F&B revenue

### **Candidate Qualifications**

The successful candidate for General Manager will be a proven leader in the areas of overall member service, team development, and golf, food & beverage, and/or financial management. A bachelor's degree and experience at a private club are preferred qualifications.

### **Position Description Overview**

The primary responsibilities of the General Manager at BRCC are to oversee all activities of the club including golf, pool, racquet sports, and food & beverage operations. To successfully achieve this objective, it is necessary that the General Manager be: goal-oriented, detail-oriented, excellent with follow-through, an excellent communicator, a problem-solver, committed to creating a positive work environment, self-motivated, and dedicated to building relationships with both his team and the membership.

Although specific performance objectives may be set by the Board of Directors, it is incumbent upon the General Manager to be self-directed and have the ability to formulate and execute his/her own plan, with the advice and consent of the club's operating committees and the Board of Directors.

### **Reporting Relationships**

- This position reports to the President of the BRCC Board of Directors
- The Executive Chef, Food & Beverage Director, Member Events Manager, Banquets Director, Membership Director, Head Golf Professional, and Grounds Superintendent all report to this position.

### **Advisory Committees**

The BRCC House, Golf, Grounds, Finance, and Membership Committees act in an advisory capacity to the respective operating departments of the club.

### **Duties and Responsibilities**

- Oversee overall daily club operations and conduct management staff meetings as needed.
- Provide conflict resolution and build teamwork between staff members or between departments.
- Supervision of the club racquet sports program in coordination with the independently contracted Tennis Professionals.
- Oversee facility maintenance and related service contracts.
- Oversee club capital improvement projects.
- Preparation and presentation of the club's annual operating and capital budgets.
- Act as the first point of contact for communication with the Briar Ridge POA.
- Attend Club Committee (House, Golf, Finance, Grounds, Membership) meetings as required.
- Attend monthly or bi-monthly Board Meetings and provide club operations reports.

### **Compensation and Benefits**

The club will provide a compensation and benefits package commensurate with experience and qualifications.

This includes:

- Salary range: Commensurate with experience and qualifications
- Quarterly bonus of \$5,000 for beating the club budget (\$20,000 annual potential)
- Health insurance and PTO per company policies
- \$75 per month cell phone stipend
- Meals while on duty
- Continuing education allowance
- \$1,000 annual clothing allowance

### **Application Instructions**

Application deadline: January 14, 2022 --- interviews begin the following week

Please submit resume and references by email in PDF format to:

Briar Ridge Country Club Search Committee at [dane@briarridgecc.com](mailto:dane@briarridgecc.com)