



ST. CHARLES COUNTRY CLUB

Since 1924

ABOUT THE CLUB

Since its founding in 1924, St. Charles Country Club has become west suburban Chicago's most desirable club, featuring an array of facilities, an atmosphere of quiet elegance and an exceptional level of personal service. SCCC's members enjoy outdoor sports – golf, tennis and swimming – Club events and unparalleled dining. A family-oriented club, SCCC has programs targeted to couples, ladies, gentlemen and families.

The Club includes an 18-hole championship Golf course that has played host to US Open qualifying events and well as the Illinois Amateur tournament. The course has 3 different practice areas to help hone your game. SCCC also has a robust tennis program with plans to add pickle ball in the near future. The Club is a vibrant and active family club with wonderful junior programs. Also available to the Members is a large pool and pool deck that is enjoyed all summer.

CANDIDATE QUALIFICATIONS

The successful candidate for General Manager will be a proven leader in the areas of overall member service, team development, golf, food and beverage, and financial management. Experience at a private club a must. A bachelor's degree in an appropriate field is a preferred qualification.

POSITION OVERVIEW

The primary responsibilities of the General Manager at SCCC are to oversee all activities of the Club including golf, pool, racquet sports, Food & Beverage operations, accounting and facilities maintenance. To successfully achieve this objective it is necessary that the General Manager be goal oriented, detail oriented, an excellent communicator, a problem solver, able to create a positive work environment, and dedicated to building positive relationships with the team and the membership.

REPORTING RELATIONSHIPS

- This position reports to the President of the Club
- Those reporting to the General Manager include Food and Beverage Manager, Executive Chef, Executive Assistant, Events Coordinator, Building Engineer, Head Golf Professional, Club Controller, Tennis Pro and Grounds Superintendent

ADVISORY COMMITTEES

The SCCC Committees include: House, Golf, Grounds, Finance and Membership

DUTIES AND RESPONSIBILITIES

- Oversee overall daily operations of the Club.
- Oversee facility maintenance and related service contracts.
- Oversee club capital projects including long range capital planning.
- Work closely with the controller and Finance Committee to prepare and present the Club's annual operating and capital budgets.
- Attend Club committee meetings as needed.
- Attend Monthly Board meetings and provide club operations report.

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.
- Annual Bonus potential
- Health Insurance per Club Policies
- Cell Phone reimbursement
- Meals while on duty
- Continuing Education
- Dues for Industry associations
- Clothing Allowance.

APPLICATION INSTRUCTIONS

Please submit resume and references via email to the Club President, Jim Williams at jwilliams@KSAlighting.com