

MOUNT KISCO COUNTRY CLUB - General Manager

Job Category: General Manager

Location: Mount Kisco, New York

Overview

Mt. Kisco Country Club (MKCC) prides itself on being a family friendly and competitive membership. The club offers members golf, tennis, paddle, swimming, junior programs and many social events throughout the Spring, Summer and Fall seasons. Many members live locally and use the club as their primary place of recreation for their family. The Club is looking for an inspiring leader to serve as General Manager. The ideal candidate will embrace the values and history of the club, while creating a culture of operational excellence that supports the long-term vision for sustainability of this unique property. 2028 will mark the club's 100th anniversary!

MKCC

Located in the heart New York's Westchester County, MKCC is situated in a residential setting where members consider the golf course as the crown jewel of the property. Designed by Tim Winton and opened in 1928, the Par 71 layout has hosted many Professional and Amateur competitions including a US Open Qualifier, Met Open Qualifier and many other MGA events. Significant upgrades have been done to the golf course over the last five years, including fairway contouring, drainage, and a new state of the art irrigation system. Currently, a capital improvement plan is in place that includes reconstruction of the sand bunkers that will commence this Fall.

Amenities include a dedicated pool area, five har-tru tennis courts including a winter tennis bubble, three paddle courts, gazebo, pro-shop (tennis & golf), men & women's locker rooms, grillroom and a 200+ person fine-dining facility.

MKCC has an active Board of Governors so the candidate will work closely with each member that serve on a 4-year term.

MKCC WEB SITE: www.mountkiscocc.org

General Manager Job Duties

The General Manager (GM) is responsible for helping set and support the core values and vision of the club. This individual will have management authority over the daily operations of the club, as well as establishing organizational goals, objectives, plans and policies in conjunction with the Board of Governors (Board).

The candidate should have deep experience in the financial and operational management of a private country club, which would include budgeting, overseeing staffing requirements and other external activities. The Board expects the GM to possess strong skills in mentoring and setting operational goals for the Club's department heads. The GM will be measured based upon how well his staff meets the expectations of the membership and the objectives of the Board.

The GM will play a critically important role in maintaining and enhancing the spirit and culture of the membership and its employees. He/she will be a visible, warm and welcoming person who will be personally involved in the front of the house, both in terms of setting the tone and the training of employees and in being personally present at events, both big and small. The GM

must understand and enhance the intangibles that make MKCC a unique environment in the world of private, member-owned golf clubs.

The GM is also responsible for ensuring that the organization follow all state, federal and local regulations governing the operation of private clubs. The GM is expected to operate the Club as a first-class organization relative to all stakeholders, including the Board, the current membership and all employees.

Other responsibilities:

- Setting the tone of unrivalled excellence with a strong attention to detail.
- Take ownership of the leadership, development, growth and training for the club's management team.
- Act as a steward for all of the club's physical assets.
- Have operational and organizational oversight as well as profit & loss accountability.
- Collaborate with the Membership Committee to drive new membership growth.
- Work with the Board of Governors to implement the club's long-term strategic plan.
- Define an annual operating plan and budget.
- Keeping current with trends, developments and best practices in the field of country club management.
- Familiar with Jonas Software.
- Track any changes to and demonstrate deep knowledge of all laws and regulations that are applicable to the operations of the club.

Direct Reports

Controller
Executive Chef
Golf Course Superintendent
Head Golf Professional
Tennis Professional

The General Manager must create a culture of excellence in everything they do. This role will have functional ownership of all aspects of the club, including golf, internal member events, external events held at the club, agronomy, finance, banquets, food and beverage and member services. The GM reports to the Board and is required to be highly visible to the members, guests, the community, local government and the golf industry.

Experience and Skills

- Demonstrable leadership skills with a proven track-record of accomplishment of leading teams across a variety of functional areas.
- Strong communications skills (verbal and written).
- Ability to facilitate and oversee large projects.
- Active with professional groups within the country club industry.
- Knowledgeable regarding tennis and the game of golf.
- A minimum of five years in a leadership role within a private club or hospitality organization.

Education and Certification of Qualifications

A Bachelor's Degree is highly desirable, preferably in Hospitality Management. In lieu of the degree, substantial private club or hospitality experience will be considered.

Industry certifications are preferred but not required. Preferred designations are: CCM, CCE, CMAA, CMC, and PGA

Salary and Benefits

Salary will be commensurate with qualifications and experience befitting a club of the stature and significance of MKCC. The role will also participate in a desirable benefits package.

INSTRUCTIONS ON HOW TO APPLY

Please upload your resume and cover letter, in that order, to GMSearch@mountkiscocc.org.

Consider preparing a thoughtful letter of interest addressed to MKCC Search Committee/ Mr. Vincent Nagler, President, MKCC and clearly articulate your alignment with this role and why you want to be considered for this position at this stage of your career and why working at MKCC will be beneficial to both you and the Club if selected.

You must apply for this role as soon as possible but no later than February 1, 2022. Candidate selections will occur mid-February with first Interviews expected in late February 2022 and second interviews a short time later. The new candidate should assume his/her role no later than April 15, 2022.