



PGA

Career Services

PGA Career Services is pleased to notify you about the following employment opportunity based on the information in your CareerLinks profile.



**PGA General Manager / DOG
Augusta Country Club
19 Hammonds Grove
Manchester, ME 04351**



The Augusta Country Club Golf Course

Members and their guests enjoy the scenic and challenging golf course designed by a collection of internationally renowned designers. The front nine holes were designed by Wayne Stiles and John Van Kleeck and the back nine were designed by Donald Ross. Picturesque views of Lake Cobbosseecontee and challenging terrain make this course enjoyable round after round. Three tee placements on each hole help create an enjoyable round for players of all skill levels.

Augusta Country Club – General Manager / DOG

The Augusta Country Club, located in Manchester, Maine, is a private, member-owned golf club with an 18-hole golf course, Clubhouse with member dining, tennis and a private beach on Lake Cobbosseecontee. The golf course is typically open from April through October, and the Clubhouse is open April through November.

The General Manager has full responsibility for all aspects of club operations and will guide the club under the direction of the Board of Directors. The General Manager needs to be a visible and accessible leader to both members and staff. He/She will be held accountable for all areas of club operations, allowing the Board to focus on governance and long-term planning. The Club is seeking an experienced leader with a background in finance and food & beverage operations. Candidates must possess strong communication, operational and financial skills and must work effectively with the Board, Committees, Membership, and Staff.

Key Responsibilities of the General Manager:

- Implement policies established by the board of Directors; establish new policies where gaps may exist.
- Assist the Board in arriving at consensus for important matters by providing pertinent information and facilitation.
- Possess a working knowledge of all aspects of private club operations with a strong emphasis on food & beverage operations.
- Ensures the Club is operated in accordance with all applicable local, state and federal laws.
- Responsible for interviewing, hiring, training, planning, assigning and directing work, evaluating performance, rewarding and disciplining associates
- Addressing complaints and resolving problems.
- Manage inter-departmental matters and implements policies concerning employee-employer relations.
- Negotiate and recommend board approval for contracts.
- Ensure proper cleanliness and sanitation of all club facilities.
- Convene and preside over regular staff meetings with department managers; conduct all facility personnel meetings.
- Oversee the care and maintenance of the club's physical assets and facilities.
- Ensure standards for food and beverage quality and service.
- Directly manage department heads including Golf Professional, Course Superintendent, Executive Chef, Dining Room Manager and Events Manager.
- Assure effective orientation and training are given to each new associate. Develop ongoing training programs.
- Demonstrate a reputation as an active and visible club leader, exhibiting a professional image and be responsive to member needs and feedback.

The ideal candidate will have a minimum of two years as an Assistant General Manger or Clubhouse Manager. Candidates will have a working knowledge of all facets of private club operations with a strong emphasis on food & beverage, member relations and financial management.

Candidate Attributes:

- An outgoing and friendly personality with high potential to identify with and embrace the Club’s culture.
- Leadership skills with the ability to motivate staff.
- Highly energetic.... A self-starter with a “hands on” approach to management.
- Excellent communication skills.
- The ability to see the “big picture” but also to have a critical eye for detail.
- The General Manager is expected to “set the pace” for all employees and to actively promote a positive and safe work environment where teamwork and cooperation are emphasized.

Compensation and Benefits:

- A base salary and potential annual bonus
- Individual health insurance
- Club privileges
- Cell phone allowance
- Reasonable food allowance
- Education expense to be determined in each year’s budget



Application Instructions:

Application Deadline: 1/17/2020

Please submit your cover letter, resume and references in a .pdf format directly to the CareerLinks Email or by mail to the address provided on CareerLinks.

Total compensation based on experience estimated: \$61,000 to \$85,000.

Please acknowledge your choice to apply for this position by clicking “yes I will be sending my resume” provided in the CareerLinks notice. Subject Line please include: Augusta Country Club PGA General Manager Search

Email resume to: Mr. Jason Hurd, Outgoing GM jasonhurd@augustacountryclub.org

Please reference Job #: JR015932

Questions contact: Jim Remy, PGA jremv@pgahq.com





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