



## **Position**

Clubhouse Manager

## **Club Overview**

Isleworth Golf & Country Club is seeking an exceptional Clubhouse to join our management team.

Isleworth Golf & Country Club, Orlando's most exclusive private club, ranked as #20 by CMAA, is located in Windermere, Florida. Comprising of a championship golf course originally designed by Arnold Palmer, an 89,000 square foot multi-leveled Clubhouse facility ensconced by the timeless elegance of Mediterranean architecture, Isleworth provides an unparalleled country club experience. The ambiance of the country club can only be matched by the excellence of its management team. Our membership of 350+ enjoys several dining options throughout the week and year whether it is themed dining nights, holiday events or just a casual lunch or intimate dinner in one of our several dining rooms.

The club generates \$2.6 Million in Food & Beverage revenue per year. The clubhouse consists of a formal dining room that seats 80, a casual dining room that seats 80, an interactive men's grill that seats 100+ and an intimate and comfortable lounge. Our very active banquet facility has three private dining rooms that seat 40 each, a private meeting room for 12, a breath taking social terrace and pool area which seats up to 125 and an exquisite grand ballroom that seats up to 180.

## **Candidate Profile**

We are seeking an individual to work closely with our management team to oversee and manage daily operations of our Clubhouse. The ideal candidate will provide leadership, direction, supervision and guidance to ensure the highest level of service and amenities to our members and guests. The Clubhouse Manager will work in conjunction with our the front and back of the Food & Beverage service team to provide our members and guests with a seamless experience. This candidate will be hands-on, visible and engaged during the hours the dining outlets are open. Also, the chosen candidate will assist with banquet functions from time to time as well as assisting in organizing, planning and executing our member holiday events.

## **Qualifications and Responsibilities**

Proven and substantial management skills with a strong emphasis on organization, communication, time management and the unwavering pursuit of World Class service. We are seeking a consummate professional with an eye for detail and the proven leadership skills to motivate his/her staff to new levels. Additional responsibilities include, but are not limited to, hiring, training and supervising all service personnel.

- The ideal candidate will have a minimum of 5 years private club management experience in a comparable setting.
- Plan and coordinate professional development programs for his/her staff
- Assists in developing on-going marketing programs for all outlets and member events
- Daily monitoring of internal cost control procedures
- Assists in budgeting and capital program
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- Has a strong understanding of financial reports
- Engaging and highly visible to members and guests
- Strong understanding of club industry technology, preferably Jonas software
- Degree in the Hospitality field is preferred

Our compensation package is exceptional for the industry and includes salary commensurate with experience. Health, dental, vision, life insurance and 401K (1<sup>st</sup> of the month after 30 days), paid holidays, vacation, and sick days.

This position is open immediately.

Please submit your resume to Julie Braun in our Human Resources office at [jbraun@isleworth.com](mailto:jbraun@isleworth.com) or fax to (407) 909-2081.