

## CHIEF FINANCIAL OFFICER PROFILE: OHOOPEE MATCH CLUB COBBTOWN, GA

### CHIEF FINANCIAL OFFICER OPPORTUNITY AT OHOOPEE MATCH CLUB

An amazing opportunity exists for candidates with a successful track-record of leadership and exceptional financial operations management in private clubs or high-end establishments in the hospitality industry. We are conducting the Chief Financial Officer search for Ohoopee Match Club, a unique non-equity privately owned club outside of Savannah, Georgia. This is an opportunity to grow the organization, with a focus on creating value and ensuring financial strength and operational efficiency.

[Click here to watch a brief video about this opportunity.](#)

### OHOOPEE MATCH CLUB

The Ohoopee Match Club is owned by Michael Walrath and is a non-equity club with membership by invitation only. It is located approximately 1-hour west of Savannah, Georgia on a 3400-acre parcel in Tattnall County. The club opened in October 2018 and operates from mid-September to mid-June. The club functions as a hotel and there are no private homes on the property.

Amenities include a Clubhouse with a bar and dining area, men's and women's locker rooms, a fitness room and 12 guest rooms. There are four lodges each having eight guest rooms and large gathering rooms. Future plans include another four lodges.

The 22-hole Gil Hanse championship golf course features a Golf Pro Shop. Other activities on the property include two lakes stocked for fishing, upland wing shooting, and sporting clays.

**As described at [GOLF.COM](#) On the tee: The best new private course of the year 12/2018**

**Ohoopee Match Club**

**Cobbtown, Georgia**

**7,319 Yards, Par 72**

“As low-key private clubs go, this one's nearly off the grid. Ohoopee Match Club is situated on the Ohoopee River in rural Georgia, 75 miles west of Savannah. It's the quietly realized vision of Michael Walrath, a tech mogul and venture capitalist who thought it would be fun to create a place where he and his pals could enjoy match-play golf. In Hanse Golf Design, he found the perfect accomplice to execute that vision.

Hanse peeled away layers of convention to craft a 22-hole layout atop a rolling, forested, lakeside property that was once an onion farm. Eighteen holes form the traditional layout; the extra holes, including a few that criss-cross each other—à la many ancient Scottish links—will be the basis of an alternate, par-69 “Whiskey Route” track of 5,600 yards that should be ideal for members seeking to walk a second round in a day.

The course is bracketed by native sandy soil, scrubby vegetation and gorgeous live oaks, but it's plenty wide to allow for multiple options off the tee. Artfully sculpted bunkers of all sizes, inspired contouring on and around the greens, and a good number of half-par holes provide Ohoopee with endless risk/reward opportunities, making it ideal for match play.”

## **OHOOPEE MATCH CLUB BY THE NUMBERS:**

- 50 Total Members
- 4000 Rounds of Golf Annually
- \$250,000 Founders fee
- \$5,000 Annual Dues
- \$1.5M Guest Room volume
- \$2.7M Gross volume
- \$155,000 Dues volume
- \$748,200 F&B volume
- 47 Employees (FTE); 11 seasonal
- \$1000 per night for members and their guests – includes room, meals, and golf
- \$1200 per night for unaccompanied guests – includes room, meals, and golf

**OHOOPEE MATCH CLUB WEB SITE:** [www.ohoopeematchclub.com](http://www.ohoopeematchclub.com)

## **CHIEF FINANCIAL OFFICER ROLE OVERVIEW**

The Chief Financial Officer (CFO) Position provides the leadership, the management and vision necessary to ensure the company has the proper operational controls, administrative and reporting procedures, and people systems in place to effectively grow the organization and to ensure financial strength and operating efficiency. The position accomplishes this through a respectful, constructive and energetic style, guided by the objectives of the company. The CFO should work closely with the General Manager and the Management Team and perform specific tasks as requested by the Manager. The (CFO) is responsible for coordinating all aspects of the finance and accounting functions for the club and has primary day-to-day responsibility for planning, implementing, managing, and controlling all finance-related activities.

The successful candidate:

- Develop policies to control and coordinate financing, accounting, auditing, budgets, taxes and related activities and records; develop, establish and administer procedures and systems pertaining to financial matters.
- Prepare or oversee preparation of all financial statements, forecasts and analyses for all administrative and managerial functions. Ensure quality control over financial transactions and financial reporting.
- Coordinate and direct the preparation of the budget and financial forecasts and report variances. Develop performance measures that support the Club's strategic direction.
- Ensure the accuracy of the accounting and control information held in and reported from the organization's accounting system.
- Maintain all accounting records and is responsible for development, analysis and interpretation of statistical and accounting information.
- Evaluate operating results in terms of costs, revenues, budgets, policies of operation, trends and increased profit possibilities.
- Coordinate and control HR transitions including employee files, payroll, and insurance.
- Supervise the staffing, scheduling, training and professional development of the department's team members.
- Comply with the club's policies and procedures as established in the employee handbook.
- Manage all accounting operations including: Billing, A/R, A/P, GL, Cost Account, Inventory Accounting and Revenue Recognition.
- Support the General Manager in developing and delivering the organization's financial and business strategy.
- Coordinate the preparation and submittal of regulatory reporting.
- Research technical accounting issues for compliance.

- Support month-end and year-end close process.
- Coordinate and prepare the annual audit.
- Manage and comply with local, state, and federal government reporting requirements and all tax filings.
- Develop and document business processes and accounting policies to maintain and strengthen internal controls.
- Understand and mitigate key elements of the Club's risk profile.
- Monitor cash balances and cash forecasts.
- Receive annual quotes for health, life, and dental insurances from companies and prepare budget analyses. Oversee employee benefit plans, with emphasis on maximizing a cost-effective benefits package.
- Review yearly general insurance quote policies with the General Manager.
- Ensure that all accounting employees adhere to the roles and responsibilities associated with their positions.
- Work on any appropriate projects assigned by the General Manager.
- Plan capital expenditures.
- Work with banks to obtain any financing needed for the club's capital and operating needs.
- Instruct department heads and managers in finance and accounting procedures.
- Interact with Members as needed.
- Perform other duties as assigned by the GM and Owner.

### **CANDIDATE QUALIFICATIONS**

The successful candidate:

- Has a thorough understanding of generally accepted accounting principles (GAAP).
- Has a proven track record of working independently, as well as, within a team environment.
- Has demonstrated strong organization skills, attention to detail and the ability to adapt to various situations and needs quickly.
- Has strong oral, written, and interpersonal communication skills. He or she has the ability to communicate effectively in a collaborative work environment.
- Has a demonstrated ability to follow through on commitments and meet deadlines.
- Is a courageous thought partner with the General Manager and Ownership. He or she is detail-oriented but also a strategic thinker.
- Has thorough knowledge of Microsoft Excel and Point-of-Sale (POS) front and back of house systems. Ochopee Match Club uses Jonas software.

### **EDUCATIONAL AND CERTIFICATION QUALIFICATIONS**

- Previous supervisory role
- Proficient in Microsoft Office, preferably in club specific or related software
- Background in Hospitality Accounting
- Bachelor's degree in finance, accounting, or related area
- Minimum of 5 years prior experience in a club environment or hospitality related industry in accounting or finance.
- Preferably MBA or MS in related field
- Preferably a Certified Public Accountant Certified Hospitality Accounting Executive (CHAE)

## **SALARY & BENEFITS**

Salary is open and commensurate with qualifications and experience. The Club offers an excellent bonus and benefit package including HFTP membership and professional development.

Candidate will have opportunity to work 1-2 days from home if approved by GM during off-season.

## **INSTRUCTIONS ON HOW TO APPLY**

Please upload your resume and cover letter (in that order) using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process.

**Preparing a thoughtful letter of interest and alignment, clearly articulating your “fit” with the profile and the above noted expectations and requirements is necessary.** Your letter should be addressed to Pat Worsham, General Manager/COO, and clearly articulate why you want to be considered for this position at this stage of your career and why Ohoopie Match Club and the Cobbtown area will likely be a fit for you, your family and the Club if selected.

***Expressions of interest in this manner should be conveyed to our Firm no later than November 10, 2019. Candidate selections will occur in November and interviews are expected to occur later that month. The eventually selected successful candidate would likely start in December, but there is flexibility as needed.***

**IMPORTANT:** Save your resume and letter in the following manner:

**“Last Name, First Name - Resume” &**

**“Last Name, First Name - Cover Letter”**

(These documents should be in Word or PDF format)

Note: Once you complete the application process for this search, you are not able to go back in and add additional documents.

[Click here](#) to upload your resume and cover letter.

If you have any questions, please email Holly Weiss: [holly@kkandw.com](mailto:holly@kkandw.com)

### **Search Executives:**

Thomas B. Wallace III, CCM, CCE, ECM, Partner  
412-670-2021 (M)  
[tom@kkandw.com](mailto:tom@kkandw.com)

Michelle Riklan, Search Executive  
908-415-4825 (M)  
[michelle@kkandw.com](mailto:michelle@kkandw.com)

[www.kkandw.com](http://www.kkandw.com)