



## **Polo Club Boca Raton – Boca Raton, Florida**

### **Assistant General Manager**

#### **About the Club**

The Polo Club Boca Raton in Palm Beach County, Florida is a thriving 1,100-acre community with over 1,700 residences built around a grand resort style Club. The Club's commitment to and passion for excellence has earned it the recognition as a Platinum Club of America. The Club, founded in 1986, takes exceptional pride in creating a luxurious lifestyle for its members that includes beautifully maintained grounds, a myriad dining and entertaining options, robust social and athletic programming, and a relentless dedication to providing impeccable service.

Members enjoy a variety of exceptional and vibrant dining experiences at five full-service restaurants, dining event venues, and a banquet operation that seats over 800 guests. The Club's two professional-level championship 18-hole golf courses were designed by Timothy Freeland and are scaled to appeal to players of all levels. The world-class nationally recognized tennis facility features 26 Har-Tru clay courts, seven lighted courts for evening play, four pickleball courts, a Showcase Court with permanent stadium seating up to 150 in a covered viewing area, and an expansive tennis shop. Other club amenities include a 35,000 square foot world-class spa and fitness center and a family recreation complex featuring a 7,000 square foot resort-style pool with solar heating, zero-degree entry pool, lap pool, and center island gazebo. Gross revenue exceeds \$40 million with Food and Beverage accounting for \$7.5 million.

#### **About the Position**

The Assistant General Manager (AGM) is responsible for driving excellence, leading day-to-day operations, and directing management functions of The Polo Club consistent with the strategy and policies established by the General Manager (GM), as well as by the By-laws and Rules and Regulations of the Club. He or she is expected to not only maintain the Club's premier status, but to continually seek refinement and improvement throughout the operation to expand upon the Club's commitment to and achievement of excellence. The AGM will look forward to leading a team of direct reports that includes the Director of Food & Beverage, Executive Chef, Director of Catering, Director of Marketing and Membership, and Director of Social & Youth Activities.

Reporting to, and in partnership with the General Manager, the AGM is responsible for evaluating or establishing standard operating procedures, procurement strategies and processes, compliance, and communication protocols to ensure metrics for successful attainment of financial and service goals. The Assistant General Manager is an active leader within the Committee system of the Club and so will be required to navigate those meetings, key relationships, and outcomes. The AGM will consult with the GM, department heads and / or committee chairs as appropriate on matters of significance to the Club and will be responsible for supporting the quality of the Club's products and services to deliver maximum member and guest satisfaction. Lastly, he or she has significant responsibility for managing the Club's financial results to achieve or exceed the annual operating and capital budgets.

#### **About the Ideal Candidate**

The successful candidate will be an experienced private club professional with energy, confidence, strong leadership abilities, and an eye for detail in the operation to lead and ensure an extremely high quality product in a fast-paced and demanding environment. The ideal candidate must possess a hands-on style with a propensity for leading with high standards and fine-tuned processes that result in smooth and consistent operations. Candidates should have a strong background in Food and Beverage, be experienced in creating and managing from budgets effectively, and have been an active participant within a committee system. Other highly desired qualities are excellent communication skills, current with club-related technology, possess a demonstrated track record in building and developing great teams that deliver excellent service in a complex club environment, and are self-motivated and proactive to mitigate potential challenges. It is critical that candidates have been in larger operations or of similar complexity to the Polo Club.

A college graduate is strongly preferred, however possessing professional club industry certifications along with relevant work experience is also beneficial.

#### **Apply for This Position**

Interested candidates should complete the online candidate profile form and submit a compelling cover letter and resume for consideration to DENEHY Club Thinking Partners at <http://denehyctp.com/apply-for-a-position/>. If you have any questions or to recommend a candidate, please contact Craig Martin at [craig@denehyctp.com](mailto:craig@denehyctp.com) or Alison Savona at [alison@denehyctp.com](mailto:alison@denehyctp.com).

<b>Connecticut Office:</b> 501 Kings Highway East, #300 Fairfield, CT 06825 203.319.8228	<b>Jackson Hole Office:</b> 3465 North Pines Way Wilson, WY 93014 307.690.7931	<b>Los Angeles Office:</b> 2355 Westwood Blvd, #274 Los Angeles, CA 90064 310.409.8957	<b>Palm Beach:</b> 340 Royal Poinciana Way, #524 Palm Beach, FL.33480 561.662.4379
---	---	---	---