

Englewood Field Club (EFC) seeks a dynamic leader as its next General Manager.

Established in 1887 in Englewood, New Jersey, the EFC is a private, family-oriented club where members enjoy year-round sports, recreational programs, social events, and activities for all ages in a relaxed, casual environment. <https://englewoodfieldclub.org>

The Club's General Manager serves as the operations executive of the Club and oversees the following key accountabilities:

- Manages all aspects of the Club, including its activities and the relationship with the Board of Governors, members, guests, employees, community, government, and industry.
- Coordinates and administers the Club's policies as defined by its Board of Governors.
- Conceptualizes traditional and innovative marketing strategies to retain and drive membership.
- Develops operating policies and procedures while directing the work of all department managers such as food and beverage service and buildings and grounds.
- Implements and monitors the budget; monitors the quality of the Club's offerings and services to ensure maximum member and guest satisfaction.
- Secures and protects the Club's assets, facilities, and equipment including, but not limited to, the ice rink, pool, tennis and paddle courts, bowling lanes, and squash facilities.
- Engages in any other ad-hoc responsibilities associated with the effective operation of the Club.

Desired Qualifications:

- Five years of experience in a hospitality environment with facility management across diverse assets (e.g., racquets, pool, ice rink, and events) including an emphasis on food and beverage.
- College degree. Certified Club Manager (CCM) designation is desirable.
- Marketing orientation, ideally with a focus on membership growth.
- Sound financial management and administrative skills.

Personal Characteristics:

- High integrity with an orientation toward growth and prudent stewardship of the Club.
- A take-charge person. Highly visible to the membership and staff. A doer, who through personal example, motivates and encourages others to deliver.
- Collaborative and creative in leveraging contacts and resources within and outside of the Club.

The Club offers an attractive base salary with bonus potential and medical benefits.

Please submit a résumé and cover letter to EFCGMSearch@gmail.com.