



ASSISTANT GENERAL MANAGER

Leadership Opportunity

The Country Club | Pepper Pike, Ohio

A broad operating role for a club professional ready to lead people, manage a complex clubhouse operation, and continue growing toward a General Manager/COO position.

ABOUT THE COUNTRY CLUB

Founded in 1889, The Country Club is located in Pepper Pike, Ohio, approximately 15 miles east of downtown Cleveland. Country is a nationally recognized Platinum Club with a long history, strong traditions, and a membership that is actively engaged in the Club's future.

The Club is centered around a William Flynn designed golf course that has hosted significant championships, including the 1935 U.S. Amateur and 2012 U.S. Women's Amateur. Members also enjoy racquets, aquatics, fitness, skeet, multiple dining venues, private events, and an active year-round social calendar.

Country is a family oriented Club with high expectations for its facilities, service, and staff. The culture is welcoming and collegial, and we value people who work well together, take pride in what they do, and understand the responsibility that comes with caring for a Club that has been around for more than 135 years.

The Country Club Website: www.thecountryclub.com

640 MEMBERS	18,500 GOLF ROUNDS ANNUALLY	\$14.2M ANNUAL GROSS REVENUE	\$6.9M ANNUAL DUES REVENUE
\$3.4M ANNUAL FOOD SALES	\$1.2M ANNUAL BEVERAGE SALES	85 OFF SEASON EMPLOYEES	~275 PEAK SEASON EMPLOYEES

FACILITIES & AMENITIES

- 18-hole, par 72 William Flynn designed golf course, restored by Gil Hanse in 2022
- 8 outdoor tennis courts, including 6 Har-Tru and 2 hard courts
- 4 paddle courts and 2 pickleball courts
- Outdoor swimming pool, opened in 2017
- Fitness facility
- Skeet shooting range
- Overnight guest rooms



KEY RESPONSIBILITIES

LEADERSHIP & TEAM DEVELOPMENT

- Lead, coach, and develop clubhouse department heads and their teams.
- Set clear expectations and hold people accountable while maintaining a positive and supportive work environment.
- Develop future leaders through training, mentoring, and increased responsibility.
- Be present throughout the Club and accessible to members and staff.

MEMBER EXPERIENCE

- Build relationships with members and learn the traditions, preferences, and expectations that shape the Club.
- Listen and respond to member feedback and work across departments to resolve issues when they arise.
- Help ensure members and guests receive a consistent level of service throughout the Club.
- Support major Club events and programming.

FINANCIAL & ADMINISTRATIVE LEADERSHIP

- Assist with operating budgets, forecasts, and departmental plans.
- Monitor labor, purchasing, inventory, and other operating expenses.
- Use financial and operating information to make sound decisions and identify opportunities for improvement.
- Participate in management meetings, strategic initiatives, capital planning, and appropriate Board and committee activities.
- Ensure compliance with applicable health, safety, employment, liquor, and regulatory requirements.



CLUBHOUSE & FOOD AND BEVERAGE OPERATIONS

- Lead the Club's dining, beverage, banquet, event, and related clubhouse operations.
- Work closely with culinary and service leadership to ensure good communication and consistent execution.
- Provide direction for the Club's beverage and wine program, with an emphasis on selection, service, staff knowledge, and the member experience.
- Maintain high standards for service, presentation, cleanliness, and overall Club readiness.
- Oversee fitness, aquatics, housekeeping, locker rooms, valet, overnight rooms, and other assigned member services.

FACILITIES & PROJECT MANAGEMENT

- Oversee the clubhouse and related facilities with a focus on maintenance, safety, cleanliness, appearance, and day to day readiness.
- Work with the facilities team and outside vendors to identify needs, set priorities, and coordinate repairs and improvements.
- Manage assigned capital projects and facility improvements from planning through completion, including scope, schedule, budget, vendor coordination, and communication.
- Regularly inspect Club facilities, follow through on identified issues, and coordinate work to minimize disruption to members and Club operations.



THE CANDIDATE

We are looking for someone who knows hospitality, enjoys leading people, and wants to take on a broad operating role. The successful candidate should be comfortable moving between the dining room, a staff meeting, a construction project, a member conversation, and a budget discussion.

The ideal candidate will:

- Have leadership experience in a high quality private club, resort, hotel, or similar hospitality environment.
- Understand food and beverage operations, service standards, facility management, budgeting, labor management, and operating controls.
- Have a record of recruiting, developing, and retaining strong teams.
- Be visible, approachable, polished, and comfortable working with members, staff, committees, and the Board of Trustees.
- Demonstrate sound judgment, integrity, initiative, accountability, and follow through.
- Be organized and able to manage multiple priorities and projects without losing sight of the day to day operation.
- Show a commitment to continued growth as a club professional.
- Bring energy, perspective, and a sense of humor to the management team.

A bachelor's degree in hospitality, business, or a related field is preferred. CCM designation is valued, as is active participation in CMAA and a commitment to continued professional development.

COMPENSATION & BENEFITS

The Country Club will offer a competitive compensation and benefits package based on experience and qualifications, along with support for continued professional development and involvement in CMAA.

APPLICATION

Qualified candidates should submit a resume and cover letter describing their interest in the position, relevant experience, and professional goals. Application materials should be emailed to **Eli S. Edgerly, General Manager & Chief Operating Officer, at eedgerly@thecountryclub.com**.

Applications should be submitted by Monday, October 23, 2026.

