



Skaneateles Country Club
Skaneateles, NY
General Manager/Chief Operating Officer
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ABOUT SKANEATELES COUNTRY CLUB

Skaneateles, NY | Founded in 1915, Skaneateles Country Club (SCC) is nestled on the shores of beautiful Skaneateles Lake, in the heart of Central New York's renowned Finger Lakes region. With its crystal-clear water, striking views, wonderful small-town charm and highly ranked school system, Skaneateles, New York has easy access to upstate New York along with major metropolitan areas including New York, Boston, Montreal, and Toronto. Skaneateles Country Club is a thriving, vibrant club with a diverse membership. Its lakeside setting, beautiful facilities, friendly members and employees create a world-class member experience. Recent capital investments include a state-of-the-art Rainbird irrigation system and a John Deere fleet.

The Club has 650 members in all classes of which 485 are full golf members. While the Club is open 9 months a year, most of the revenue is generated during the summer months. Club facilities include several dining options for the membership ranging from casual to traditional club dining, waterfront dining, and a beautifully decorated event space. The 18-hole golf course hosts over 16,500 rounds from early spring through late fall. The Club also offers four tennis courts and a wide host of boating, sailing and waterfront amenities.

CLUB DETAILS

Facility: Non-equity

Course Access: Private

Number of Holes: 18

Total Annual Rounds: 16,500

Members: 650 (485 Golf, 165 Social)

Annual Revenue: \$9 Million

F&B Revenue: \$2.3 Million

Club Operation Open: April-December

POSITION OVERVIEW

Title: General Manager/Chief Operating Officer

Reports to: Club President and Board of Directors.

Supervises: Supervising positions

Position Description: The GM/COO is responsible for all aspects of the club, managing the relationships between the Board, 650 members, 250+ employees (seasonal and full-time), and the surrounding community.

ESSENTIAL JOB FUNCTIONS

Member Engagement and Visibility (Key Priority)

- Ensures a consistent, high-quality member experience across all areas of the club—including golf, dining, waterfront activities, social events, and family programming—while maintaining the traditions and community culture that define Skaneateles Country Club
- Welcomes new club members and ensures they are integrated into the club culture.
- Maintains a high-profile presence in the clubhouse, waterfront, and marina, and during social gatherings to ensure member satisfaction.
- Coordinates marketing and member-relations programs specifically designed to promote services and enhance member retention.
- Reviews and initiates a variety of popular member events to ensure a vibrant social calendar.
- Participates in community activities to enhance the prestige of the club within Skaneateles.

Board and Strategic Leadership

- Cultivates a culture of service excellence, professionalism, and mutual respect among staff that reflects the Club's core values and supports exceptional member experiences.
- Partners with the Governing Board to identify anticipated problems and trends that may affect the strategic plan.
- Serves as the primary liaison between all management staff and the Board of Directors.
- Negotiates and recommends Board approval for major contracts, including those related to the marina expansion.

Operations and Asset Management

- Directs the work of all department managers, including the F&B Director, Head Golf Professional, Green Superintendent, and Director of Facilities.
- Ensures the highest standards for the \$2.3M food and beverage operation, as well as sports and recreation.
- Oversees the care and maintenance of all physical assets, including but not limited to the 18-hole course, clubhouse, marina, and waterfront facilities.
- Manages risk management programs to ensure safety for members and employees in both lake activities and golf settings.

Staff Oversight

- Provides high-level oversight of all club employees through the HR Director and department heads.
- Establishes a basic management philosophy to guide personnel toward optimal results and high employee morale.
- Conducts regular meetings with department managers and full staff sessions to ensure operational alignment.

Core Competencies and Expectations

- Visibility & Engagement: Must be a highly visible leader who "meets and greets" members during their visits and develops an ongoing dialogue through recognition and follow-through.
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- Leadership: Demonstrates honesty, integrity, and accountability while inspiring and motivating a diverse staff of 250.
- Communication: Acts as an excellent communicator and diplomat, effectively sharing the club's vision with members and committees.
- Strategic Execution: Ability to think strategically to meet long-term goals—such as member retention—while maintaining high-level operational oversight.
- Financial Acumen: Possesses the financial aptitude to manage an \$9M annual budget and oversee complex cash flow and capital funding.

EXPERIENCE AND QUALIFICATIONS

Including, but not limited to, the following:

- Education: Bachelor's degree from a four-year college or university; Hospitality Management major preferred.
- Primary Certification: Certified Club Manager (CCM) designation (or current pursuit thereof) is required.
- Secondary Certification: PGA of America membership is considered a significant asset.
- Professional Development: Maintains active membership in the Club Managers Association of America (CMAA) and attends conferences to stay current with industry developments.
- Industry Experience: Substantial hospitality management experience with progressive professional advancement.
- Capital Projects: Proven experience in the management of complex capital projects is required.
- Waterfront Facility Experience (Preferred): Working knowledge of waterfront risk management, boating safety, and marina regulations and operation. Knowledge of best practices associated with operating a lakeside facility.

Physical Demands

- Must be able to reach, bend, stand, and lift up to 40 pounds.
- Must be comfortable working in both hot and cold interior and outdoor conditions, including the beachfront environment.
- Requires public speaking at member meetings and community events.

COMPENSATION AND BENEFITS

The club will provide a compensation and benefits package commensurate with experience and qualifications. This includes but is not limited to:



- Base Salary is \$210,000 - \$250,000
- Bonus Potential - 25% of base
- 100% CMAA and PGA dues paid
- Excellent Benefits Package (Health, Dental, Vision, IRA with 3% match)
- Total Anticipated Compensation \$250,000 - \$300,000

APPLICATION INSTRUCTIONS

All applications **MUST** be submitted through the PGA of America's Career Services Department as described below.

Resume deadline is April 1, 2026 at 11:59 pm Eastern Time

Combine your cover letter, resume, references, and any supporting documents into one (1) PDF document with the following file naming convention: Last Name, First Name, Skaneateles Country Club, General Manager/Chief Operating Officer

Please address all correspondence to - Mrs. Adrienne Osmun | President | Skaneateles Country Club

Martha Wells, PGA, Jonathan Gold, PGA and Scott Kmiec are leading this search, please contact them with any questions.

Email: mwells@pgahq.com, jgold@pgahq.com, skmiec@pgahq.com

The employer does not wish to be contacted at this time

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