



SEEKING GENERAL MANAGER

Position Title: General Manager

Location: Chilliwack, BC

Established: 1958

Chilliwack Golf Club has an exciting opportunity available for a dynamic leader with a passion for golf. We are a member-owned facility renowned for our stunning tree-lined fairways, meandering creek, and breathtaking mountain views. Located about 45 minutes east of Vancouver, Chilliwack Golf Club has been one of the Fraser Valley's premier golfing destinations for over 65 years.

We are also investing in our future. We are in the midst of a transformative \$3.5 million irrigation project, which will significantly enhance course conditions. We are also working with renowned architects Lobb & Partners, to implement a comprehensive Golf Course Master Plan to refresh and renew our course experience for members and visitors alike.

Complimenting our golf course, we offer exceptional amenities that enhance both member and guest experiences. Full clubhouse, Golf Shop and restaurant facility and a separate 5,000-square-foot outdoor events pavilion that can host up to 300 guests, making it a popular venue for weddings, banquets and community events. We also offer a golf and teaching academy with a large full-length driving range and covered stalls, allowing for year-round instruction from expert PGA of BC Golf Professionals.

Position Overview:

As the General Manager, you will oversee all day-to-day operations, drive strategic planning, and foster a positive and inclusive club culture. Reporting directly to the Board of Directors, you will lead a dedicated team of department heads, including the Head Golf Professional, Golf Course Superintendent, Food & Beverage Service Manager, Executive Chef, Membership Sales and Retention Manager, and the Finance, HR & Office Manager. You have a pivotal role in enhancing member experience, growing our membership base, and enhancing our overall operational and financial performance.

Key Responsibilities:

- **Team Leadership:** Provide strong, positive leadership to a team of department heads and staff, fostering a culture of collaboration, accountability, and continuous improvement.
- **Strategic Leadership:** Collaborate with the Board of Directors to develop and implement the club's long-range strategic plans, including membership growth, capital projects, and financial goals.
- **Membership Growth:** Lead initiatives to attract new members and enhance the experience for current members through engagement, events, and community-building activities.



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- **Operations Management:** Oversee the club's daily operations, ensuring high standards across all departments, including golf operations, event centre operations, food & beverage, course maintenance, and member services.
- **Financial Oversight:** Manage budgets, cash flow, and financial reporting. Ensure the club meets its financial objectives while maintaining fiscal responsibility and accountability
- **Project Management:** Oversee capital projects, including our current comprehensive irrigation system upgrade, and ensuring projects are completed to a high standard, on time and within budget.
- **Community Engagement:** Build and maintain relationships with local businesses, tourism boards, and regional golf associations to enhance the club's presence and reputation within the community.

Required Skills and Qualifications:

- Proven experience in a leadership role within the golf, hospitality, or club management industries.
- Excellent communication skills, with the ability to engage and inspire both staff and members
- Strong financial acumen with experience in budgeting, cash flow and financial reporting.
- Strong project management skills, with the ability to oversee initiatives from concept to completion.
- A passion for golf and a deep understanding of the golf industry, trends, and best practices.
- Ability to collaborate with a Board of Directors and provide clear, strategic guidance and detailed action items necessary to achieve long-term objectives.

Work Schedule:

This is a full-time, year-round position requiring but also offering flexibility. There will be a need to be available during some evenings, weekends, and some special events, but we will also work with you and support you to ensure you maintain a healthy and rewarding work life balance.

Compensation & Benefits:

- Competitive salary based on experience, plus performance bonus based on achieving KPI's
- Comprehensive benefits package including extended medical, dental, and life insurance
- Golf privileges, meal and retail discounts

Why Join Chilliwack Golf Club?

At Chilliwack Golf Club, you will play a key role in shaping the future of our club. Your days will be challenging, varied and interesting. You will lead and be supported by a team of talented and dedicated professionals. AND you and your family will be able to enjoy the high quality of life available in the beautiful upper Fraser Valley.



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If this opportunity interests you...

Please submit your resume along with a cover letter including why the position appeals to you and why you might be the ideal candidate for this role. Submissions should be sent via e-mail as a single PDF document.

Email: jmhelmer@telus.net, Club President
Subject Line: Chilliwack Golf Club General Manager Application
Deadline for applications: October 31, 2024

We expect to receive a number of quality submissions. Please understand that only those candidates selected for an initial discussion will be contacted.

An initial video-based discussion will be scheduled with select candidates and are intended to be relatively brief, more casual and general in nature so we can provide candidates with more information about the club and the opportunity and to answer any questions. It's important to us that we ensure candidates have all the information they need to best understand the opportunity and determine if we are a good fit for them.

Subsequently, an onsite visit will be arranged with those who are a great fit and are excited about the possibilities. The day will include a full tour and a chance to meet and have meaningful discussions with Board members and key staff, and there may even be time for some golf.

Date Posted: October 3, 2024