



## General Manager

Brierwood Country Club Hamburg, NY

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### **CLUB INFORMATION**

In 1956 Bethlehem Steel Co. acquired 400 acres on Rogers Road between Cloverbank Rd. and Amsdell Rd. for the Bethlehem Management Club. The club was established in 1958 and built in 1959. Bethlehem Management along with course architects Gordon and Gordon constructed this 18-hole, 7061-yard championship layout. The Club was solely used by Bethlehem employees and their families as their personal playground. Many enjoyed laying by the pool and swimming, while others teed it up on the golf course. A 12-lane bowling alley was designed and built along with the Clubhouse, as well as two private tennis courts, a basketball court, and horseshoe pits.

### **ESSENTIAL FUNCTIONS AND ACCOUNTABILITIES**

- Manages all sources of revenue to include membership & private event sales, golf rounds, food and beverage, merchandising, and agronomy.
- Ensures all departments are profitable and maintain strong working relationships.
- Creates local and national marketing plans and pricing strategies and knows market segments. Responds quickly to changing market conditions and revises strategies accordingly.
- Actively participates in sales discussions, meetings and plans.
- Knows monthly production levels for each salesperson on the staff.
- Creates the golf course's annual budget and monitors the performance of the golf course throughout the year.
- Manages Human Resources functions of the golf course by controlling turnover, motivating employees, focusing on employee development and retention and conducting regular employee meetings.
- Protects the golf course and its assets through enforcing and maintaining a preventative maintenance program.
- Responds quickly to member/ guest requests in a friendly manner. Follows up to ensure guest satisfaction.
- Ensures golf course is in compliance with all federal, state and local laws.
- Performs other duties as assigned by management.

### **REPORTING RELATIONSHIPS**

1. Directly To: Vice President of Operations

### **DIMENSIONS**

EDUCATION/ EXPERIENCE: Four-year college degree is preferred, but not required and/or equivalent work experience. Special consideration will be given to those who exhibit exemplary performance. 5-7 years golf course, or service / hospitality experience preferred.

### **SKILLS**

- Strong leadership skills
- Directive leadership to meet established quality and time standards
- Strong oral and written communication skills
- Sense of urgency to achieve timely, quality results
- Work within established standards and guidelines
- Pro-active, problem solving orientation
- Attention to detail
- Planning and organizational ability
- Member/ Customer Service skills

- Computer skills
- Accounting knowledge

#### SALARY & BENEFITS

Salary is open and commensurate with qualifications and experience.

#### WORKING CONDITIONS

- Should be available to work nights, weekends and holidays.
- Will be required to be on call when away from work.

Please submit resumes and cover letter to:

Dale Folmar, VP of Operations

[dfolmar@cbongolfgroup.com](mailto:dfolmar@cbongolfgroup.com)

NO PHONE CALLS PLEASE

CBIGG Management LLC is an equal employment opportunity employer that is committed to having a diverse workforce.