



Buck Hill Falls – Buck Hill Falls, Pennsylvania

General Manager/COO

About the Community

Established in 1901, Buck Hill Falls is a multi-generational resort community located among 4,500 acres in the idyllic scenery in the Pocono Mountains. For over a century, Buck Hill Falls has been a destination for families that was originally envisioned as a summer retreat from nearby cities as both New York City and Philadelphia are within a two-hour drive. The 330 homes throughout the community are among roaring waterfalls, streamside glens, ancient woods, and shaded paths. Community members are referred to as “Cottagers” and have access to 27 holes of resort style golf, ten Har Tru tennis courts with full Tennis Complex, three paddle tennis courts, pickleball, Olympic sized swimming pool, fitness center, 40+ miles of hiking and biking trails, and a local favorite, two spectacular lawn bowling greens. Social and cultural events abound at Buck Hill Falls and the community also enjoys a lively series of arts, concerts, environmental conservation, and educational seminars year-round.

To the Cottagers, Buck Hill is a well-planned paradise where visitors, families and neighbors enjoy and value its charming tranquility, privacy, sophistication, and safety. Meaningful multi-generational family connections, an appreciation for nature and a respect for the history – all embody the simple, yet unique lifestyle. Buck Hill Falls has been a well-kept secret.

Buck Hill Falls is operational year-round with the golf course and most amenities open from April through October.

About the Position

The General Manager/COO (GM/COO) will be responsible for managing all operations of the Buck Hill Falls Community consistent with the direction and policies established by the Board of Directors as well as by the By-laws and Rules and Regulations of the Community. The GM/COO is expected to coordinate and drive all management functions of the Community and work in concert with committee chairs to assist them with development of policies, programs, and events and be a proactive force in that capacity. He or she will be responsible for all daily operations of the Community including the infrastructure throughout the property while shaping the quality of the Community’s amenities to ensure maximum member and guest satisfaction. S/he will ensure an atmosphere of hospitality, friendliness, and goodwill.

The GM/COO will ensure the highest standards of excellence for all programming, sports operations, special events, entertainment, food & beverage operations, and other services that drive member engagement and deliver an excellent member and guest experience. S/he will provide quality leadership for a tenured team of professionals and further the cooperative atmosphere throughout the Community both within the gates as well as externally in the regional Buck Hill town.

Compensation: The Club will offer a competitive compensation plan, along with standard benefits.

About the Ideal Candidate

The ideal candidate will have a minimum of 10 years of progressively more responsible private community management positions leading up to a GM/COO position of a private community club ideally with a similar setting and offerings as the Buck Hill Community. He or she must have experience with seasonal club operations – recruiting and training seasonal staff and scaling the business up or down appropriately to meet off season revenues and activity levels.

The selected individual will have a record of success in the selection, training, and motivation of seasonal staff and has successfully led and motivated cross-functional teams. He or she will have strong food and beverage operations leadership experience, having shaped successful dining programs that connect with members and guests.

Qualified candidates will have a professional career track record of employment stability and experience with annual and long-range budgeting and forecasting, expert management of expenses, internal controls, and financial reporting as well as experience with project management, leading or supporting significant capital projects, ideally in a community environment relating to areas of infrastructure. The GM/COO will have experience interfacing with municipalities, local, and regulatory agencies and has provided management for sports professionals and sports programming, namely in golf operations, racquets, aquatics, and junior programming.

A bachelor’s degree in business, hospitality, or related fields is preferred as well as appropriate professional training, preferably holding a Certified Community Manager (CCM) designation. A Community Association Management (CAM) certificate is desirable yet not required.

Apply for This Position

Interested candidates should complete the online candidate profile form and submit a compelling cover letter and resume for consideration to DENEHY Club Thinking Partners at <http://denehyctp.com/apply-for-a-position/>. If you have any questions or to recommend a candidate, please contact Karen Alexander or Alison Savona at 203.319.8228 or by email at karen@denehyctp.com or alison@denehyctp.com.

<p>Connecticut Office: 501 Kings Highway East, #300 Fairfield, CT 06825 203.319.8228</p>	<p>Jackson Hole Office: 3465 North Pines Way Wilson, WY 93014 307.690.7931</p>	<p>Los Angeles Office: 2355 Westwood Blvd, #274 Los Angeles, CA 90064 310.409.8957</p>	<p>Palm Beach: 340 Royal Poinciana Way, #524 Palm Beach, FL.33480 561.662.4379</p>
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