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## Moundbuilders Country Club

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### **MOUNDBUILDERS COUNTRY CLUB SEEKING GENERAL MANAGER**

Moundbuilders Country Club ("MCC") is seeking a general manager. MCC was formed in 1910 as a private country club and is located in Newark, Ohio, just about 30 miles east of Columbus. The original Tom Bendelow designed golf course was located on the site of ancient Native American Hopewell ceremonial mounds. The land was leased by MCC from the Ohio Historical Connection pursuant to a long-term lease through 2078. In 2018, the Ohio Historical Connection filed an eminent domain action to take back its lease from Moundbuilders Country Club. The lawsuit was finally settled in 2024, and Moundbuilders Country Club was able to use the settlement proceeds to purchase a golf course in Newark formally known as the Trout Club.

The Trout Club has a recently remodeled clubhouse facility with a bar and main dining facility on the first floor. The second floor houses a private event center at which numerous weddings and other celebrations have been held over the years, as well as another bar and two private dining rooms. Four villas are available for overnight stays and a beautiful pool area with an outdoor bar also grace the premises. Dining is also available on a veranda which overlooks the golf course. Plans are being developed for an addition to the clubhouse which will include locker rooms, an additional bar and golf simulators.

The 18-hole golf course was built in the 1960s and designed by renowned Ohio golf architect Jack Kidwell. It has operated since that time as a public facility, but going forward will be operated as a private golf course. MCC has retained architect Brian Huntley to develop a plan for the improvement of the golf course, which will include the installation of a full course irrigation system, rerouting holes, adding bunkers, re-building greens and converting the golf course turf to bent grass. MCC, with over 300 members, is managed on a daily basis by a General Manager, who reports to the club's Board of Trustees (the "Board").

### **POSITION OVERVIEW**

MCC is seeking an ideal candidate with an entrepreneurial spirit, strong initiative, and exceptional teamwork skills. This individual will have a keen ability to anticipate members' needs, build strong relationships, and elevate their overall experience. The General Manager will guide all MCC operations with a focus on delivering exceptional services to MCC members. He or she also assists the MCC Board in developing a format for assessing the progress of MCC and reviewing any issues of concern. MCC is seeking a qualified professional who understands current industry trends and can assess which of those trends MCC should follow.

## **RESPONSIBILITIES**

The GM at MCC will report directly to the MCC Board. The GM has responsibility for all day-to-day operations of MCC, including coordination of staffing, amenities, and activities across all programs to ensure consistent service delivery to the members. As MCC is moving to a new location, this position offers a unique opportunity for an experienced general manager or qualified current assistant manager to develop, supervise and manage new operational procedures at MCC's new location. Some of the specific responsibilities include the following:

- **Daily Operations:** Manage and oversee the club golf professional, the course superintendent, chef and the events coordinator to ensure that they are fulfilling their roles in a productive manner consistent with the MCC mission.
- **Facility Oversight and Improvements:** Direct all aspects of the facility, including clubhouse, golf operations, food and beverage services, and administrative functions, as well as manage the various projects designed to improve and upgrade both the clubhouse and the golf course.
- **Staff Management:** Lead and manage the entire staff, ensuring the highest quality of products and services to maximize member satisfaction, and hire new staff when needed.
- **Event Innovation:** Develop and inspire new events and programs to attract and engage members and guests, with a focus on increasing banquets, weddings, and other events.
- **Communication with MCC Board:** Maintain clear and effective communication with the MCC Board, providing regular updates and reports on MCC's operations and financial performance.
- **Membership:** Develop programs to attract new members and retain current members.
- **Prepare budgets and financial forecasts** in coordination with the various departments.
- **Analyze financial information, monitor budgeted versus actual expenditures and advise the MCC Board about variances and their potential causes.**
- **Coordinate with the department heads to optimize member experience across all events.**
- **Oversee the Clubhouse staffing and scheduling. Enforce service standards, housekeeping standards, and dress codes, and evaluate staff.**
- **Negotiate and recommend contracts for approval, seeking competitive bids for larger projects.**
- **Become an adept user of management technology as well as website management and other appropriate social media to facilitate membership communication.**

## **PREFERRED QUALIFICATIONS**

- **Proven experience as an assistant manager or general manager at a private, full-service country club. Experience with Jonas club software is a plus.**
- **Strong leadership and team management skills.**
- **Exceptional organizational and communication abilities.**
- **An outgoing and friendly personality with a high potential to identify with and embrace the Club's culture.**
- **Highly energetic; a self-starter with a "hands-on" approach to management.**
- **Promotes Teamwork – Fosters a collaborative team spirit. Actively helps and supports others. Deals with conflict in a positive manner.**
- **Bachelor's degree in Hotel/Restaurant Management, Business, or a related field and experience that provides the required skills and knowledge. In place of a degree, substantial**

club or hospitality experience will be considered.

**Competitive Compensation**

The GM position will offer a competitive salary based on experience, along with health insurance and vacation benefits.

**Contact Information:**

Interested candidates should send a cover letter with salary expectations, along with a resume' including relevant references, to Andy Crawford at [hondoh1@yahoo.com](mailto:hondoh1@yahoo.com)