



RCS Hospitality Group
a new generation of hospitality management
6412 Brandon Ave. #339 Springfield, VA 22150
www.consultingRCS.com

Position Available:
CONTROLLER
Pelican Isle Yacht Club
Naples, FL

Pelican Isle Yacht Club (PIYC) in Naples, FL is searching for an experienced Controller to join their team. With 450 memberships and a fleet of 190 boat slips, Pelican Isle Yacht Club stands as the unrivaled choice for boating enthusiasts in the breathtaking Southwest Florida region. Their commitment to providing an active lifestyle experience is reflected in their extensive range of amenities and captivating lifestyle programs. It's no wonder that they proudly hold the distinguished title of being ranked #7 among Platinum Yacht Clubs in the United States and have secured a spot in the top 50 Platinum Yacht Clubs globally.

POSITION OVERVIEW

The PIYC Controller oversees all accounting operations of the Club and works closely with the HR Manager on personnel matters. This is an opportunity to join a cohesive, tenured, and highly functioning leadership team that works well together and enjoys the support of our membership. For a strong assistant, this is an environment to come on board as a controller and develop in a strategically focused organization. For an experienced controller, PIYC offers an environment that will allow for thoughtful contribution and interactive engagement of a smaller team.

PRIMARY DUTIES AND RESPONSIBILITIES

- Conducts or supervises all daily accounting and record-keeping for the Club.
- Compiles budgets and financial forecasts in coordination with the various committees, departments, and the General Manager.
- Reconciles monthly ledgers including receivables, payables, bank accounts, asset accounts, marina accounts, and wage accounts. Prepares and briefs Financial Reports to the Finance Committee and Board of Directors.
- Prepares and/or directs preparation of applicable federal, state, and local tax returns.
- Maintains fixed asset ledgers and prepares depreciation schedules for monthly entries.
- Audits all cash and charge expenditures; maintains proper internal controls.
- Safeguards all funds in bank accounts; ensures that revenues are properly and correctly deposited and supervises the drawing of all checks.
- Negotiate and review Club and Marina insurance coverage in conjunction with the Committee.
- Tracks and executes all routine reporting and renewal requirements associated with the department.
- Handles all banking and financial relationships and manages lines of credit and bank loans.
- Works with the Club's external auditor to ensure that procedures are consistent with Club policies.
- Works closely with the Club Treasurer, Marina, and Finance Committees on all Finance and Accounting matters.
- Develops, maintains, and enforces efficient systems and best practices for all activity.

ADDITIONAL POSITION REQUIREMENTS

- Serves as the primary staff liaison to the Finance Committee; briefs the Committee and Board of Directors on all matters pertaining to club financials.
- Provides the highest level of member service during all interactions.
- Communicates with members and colleagues in a clear and timely manner, returning all calls and emails as soon as reasonably possible.
- Work closely with HR Manager on personnel related and membership transactions.
- Collaborates with colleagues for routine and special projects.
- Supervises club mailings, proxy, and ballot tracking.



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- Supervises and develops any assistant staff.
- Assists with ensuring all club licenses, permits, and contracts are current and reviewed or updated as needed.
- Promotes and facilitates compliance with all applicable federal, state, and local regulatory requirements.
- Advises General Manager and Board of Directors on strategic planning objectives and club long-term fiscal goals.
- Works closely with the Club's consulting CFO on strategic financial matters and long-term financial strategy.
- Works closely with Accounting Clerk and HR Manager to manage the Club's information technology and ensure software, hardware, and IT security is properly updated and maintained.

BACKGROUND/EXPERIENCE

- Is established in Southwest Florida and will not need to relocate for this role.
- Has three to five years of experience as a controller or in private club accounting.
- Has a bachelor's degree in accounting or earned their CHAE.
- Demonstrates superior computer skills.
- Possesses excellent communication skills.
- Enjoys participating in a collaborative environment.
- Able to provide analysis and apply critical thinking and problem-solving skills.
- Is familiar with Jonas Club Software.

REPORTS TO

The Controller reports directly to the General Manager.

COLLABORATES WITH

Consulting CFO, HR Manager, and department heads

THE CLUB OFFERS

Pelican Isle Yacht Club is a positive work environment, supports continuing education and offers excellent benefits.

- Paid Time Off
- Health Insurance
- Dental Insurance
- Vision Insurance
- Telemedicine
- Simple IRA
- Professional Association/Educational Fees

Compensation is commensurate with experience.

CLUB OVERVIEW

A member-owned private club in North Naples with 450 memberships, 190 boat slips, a beautiful campus with rich amenities and an active "on-the-water" lifestyle. The Club is comprised of members and employees who are proud of our friendly and inclusive atmosphere, professional organization, and beautiful location. PIYC is recognized by Club Leader's Forum as the #7 Yacht Club in America on the Platinum Clubs List and on the top 50 Platinum Clubs of the World.



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Amenities:

- Fine dining on the Terrace, in the Casual Bar & Grill and in the Main Dining Room.
- Resort-style water view Pool and Spa.
- Complete fitness facility with expert, personalized instruction & group classes.
- Hourly beach shuttle service via boat.
- Tennis courts with organized play.
- Pickleball play & equipment.
- Water aerobics for health and fun.
- Ship's Store.
- Bocce courts & leagues.
- Firepits.
- Kayaks and stand-up paddleboards.

CLUB DETAILS

- 450 Members
- Equity Membership
- Membership Categories: Equity Social & Equity Yacht
- \$30k Initiation Fee for Equity Social; Varies for Equity Yacht depending on slip size
- \$8k Annual Dues
- \$3.6M Annual Dues volume/ \$1M Marina/\$1M F&B
- \$5.6M Total Gross Revenue
- 9 Board of Directors
- 5 Standing Committees, including Finance, Marina, House & Grounds, Membership, Fleet
- Website: www.pjyc.net

[CLICK HERE TO APPLY](#)