



The Stamford Golf Authority (SGA) is looking for an EXECUTIVE DIRECTOR to manage Sterling Farms Golf Course.

Located in Stamford, Connecticut – 40 minutes from New York City and 10 minutes outside Westchester County, NY – Sterling Farms Golf Course offers an 18-hole public golf course laid out over 144 acres; a 44 bay, double-tiered heated driving range; six Har-Tru tennis courts; and two restaurants. Originally designed by Architect Geoffrey Cornish in 1969 and renovated by Architect Robert McNeil in 2005, the par 72 course opened in the spring of 1972. The facility is owned by the City of Stamford and governed by the Stamford Golf Authority, a nine-member Board who oversees its operations.

At Sterling Farms Golf Course, we pride ourselves on the high quality of magnificent golf, superb amenities and outstanding service that we offer our valued customers. We have worked hard over the years to become a staple of the community, and in the process, we have earned recognition as one of the region's premier public golf experiences.

Reporting directly to the SGA board, the EXECUTIVE DIRECTOR will be responsible for the daily operations and fiscal management of the golf course and adjoining recreational facilities, within the framework established by the SGA.

GENERAL RESPONSIBILITIES:

1. Continually demonstrate strong leadership and managerial acumen in hiring, training, motivating, reviewing, coaching, developing, and retaining a high-performance management, operations, service and support team.
2. With the SGA, formulate, review, and implement strategies, policies and objectives to maximize revenue and profit growth, which includes external marketing, promotions and on-site advertising opportunities.
3. Assist the SGA in the development of revenue, capital expense, staffing and operational budgets; continually monitor and analyze budgets to ensure profitability.
4. Monitor and direct staff to stay focused on priorities established by the SGA on a regular basis; reporting status on a monthly (or requested) basis to the SGA.
5. Assist the SGA in the development of its policies and procedures and responsible for their implementation as they relate to daily operations, staff and the general public.
6. Maintain good public relations to maximize usage of facilities within the framework established by the SGA.
7. Act as the on-site liaison between the SGA and the general public, all SGA tenants, staff and vendors,

reporting all necessary issues to the SGA in an accurate and timely manner.

8. Maintain a thorough knowledge and understanding of the SGA municipal requirements for purchasing, allocating, maintaining, and safeguarding all receipts, records, equipment, materials and supplies.

9. Monitor, review and record the collection, reconciliation and deposit of the daily receipts for greens fees, cart rentals, resident permits and driving range on a daily basis, with monthly (or as directed) reporting to the SGA.

10. Direct supervisory responsibilities for cart barn personnel, cashiers, starters, rangers, driving range supervisor and superintendent of greens while reporting directly to SGA.

11. Knowledge of and ability to manage all technology related aspects of the golf course, including the golf reservation system and tee time intervals.

12. All other duties as assigned.

QUALIFICATIONS:

1. BA/BS degree, Club Management or Professional Golf Management degree preferred

2. Minimum 5 years successful general management, recreational experience with specialization in the golf industry preferred.

3. Strong analytical, problem solving, planning and business skills.

4. Excellent interpersonal, communication and public speaking skills.

5. Extensive computer literacy strongly preferred.

SALARY:

· Based on experience.

· Benefit package included: 457 Plan matching, health insurance, paid time off.