



The Quogue Club at Hallock House – Quogue, New York

General Manager

The Quogue Club at Hallock House is an exclusive private club in the renowned “Hamptons” consisting of fine dining and fitness facilities with a boutique luxury hotel with limited access to non-members. The Club is a short bike ride from pristine beaches, 20 minutes west of Southampton and a mere 90 minutes from Manhattan. The Village of Quogue itself is a quiet and beautiful with a rich history captured in its many historic residences. The community represents a second home for a large portion of its residents primarily utilized during the warmer seasons, especially the summer months. The totally restored 200-year old hotel features exceptional decor personally created by world-famous designer Alexa Hampton, perennially one of Architectural Digest’s Top 100 Designers. Members enjoy access to a premier private golf course, a local tennis club and the exclusive Quogue Village beach as well as easy access to the rest of the Hamptons. Additional club amenities include: 10 guest rooms; two cottages; a 1,200 sq.ft. state of the art fitness center; a private massage room; a room for yoga and other fitness classes; and a children’s room for dining and activities.

The Quogue Club has approximately 300 members with a waitlist. Gross revenues in the first year of operation were \$2.1 million, with food and beverage responsible for half the revenues and dues for another 30%. The hotel was not open until May last year so the revenues from that segment of the operation are understated; the hotel currently has robust advanced bookings for the summer season and beyond. There are approximately 50 employees in season. The Club serves dinner and has breakfast service that is adjusted for seasonal demands. The dining room seats 154 (including an all-purpose room for events that seats about 40 people).

The General Manager reports to the Club President, Executive Committee and Board and has frequent interaction with Chairpersons of key committees. He/she supervises: the Controller; Director of Facilities/Head of Housekeeping; Chef; Bar and Beverage Manager; and Front of House Staff (hotel desk and host or hostesses). The General Manager is required to play many roles, especially during the off season when staffing is reduced. It also requires developing staff through cross-training to play numerous roles so that the employees are properly utilized to cover the varied circumstances and volumes of a seasonal operation that is open all year.

This position requires an organized and hands-on manager to lead all aspects of the Club including its activities and the relationships between the Club and its Board of Managers, members, guests, employees, community, government and industry. The General Manager develops and implements operating policies and procedures and coordinates and administers the Club’s policies. He/she is responsible for securing and protecting the Club’s assets including facilities and equipment, and implements and monitors the budget and the quality of the Club’s products and services to ensure maximum member and guest satisfaction.

The General Manager must have an affable personality and sophistication to command the respect of all constituencies and a visible presence at the Club as well as in the community. Excellent candidates will have in-depth knowledge of food and service and experience in both private club and hotel settings; success in seasonal hiring and training is highly desired. Also important is experience and success with growing private and corporate event business.

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

Interested and qualified candidates should complete the online candidate profile form and submit a compelling cover letter and resume for consideration at <http://denehyctp.com/submissions/>. Please contact Alison Savona at 203.319.8228 or alison@denehyctp.com with additional questions or to recommend a candidate.

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