



Jupiter Island Club – Hobe Sound, Florida

Assistant General Manager

The Jupiter Island Club is on the north end of Jupiter Island in Martin County Florida, about 30 miles north of Palm Beach. This iconic club is unquestionably one of the finest clubs in America. The antithesis of most clubs built in the last 20 years, its style and feel are unpretentious and low key. Since its inception and today, its membership rolls reflect some of our nation's most notable philanthropists and industrialists who are members of many of our nation's finest clubs. The Club's founders forged its beginnings on the principles of privacy, casual elegance, and warm and hospitable, excellent service.

Club amenities include: an 18-hole golf course with many holes on the intercostal waterway; a golf house with golf shop with various styles of dining service; a 36-slip yacht basin hosting power boats up to 70'; 14 fast dry tennis courts with tennis shop; croquet courts; a 200 seat theater; a flower shop; a wine shop; a beauty shop; a beach shop; and the ocean front Beach Club with formal and informal dining, two pools, spa and fitness. The Main Club is the social hub for formal dining, breakfast and events. There is a portion of the Club's 36 guest rooms in the Main Club along with the Chef's Cupboard, which provides a retail hub for prepared foods. There are also nine club owned cottages in the Club's lodging program offering an additional 30 keys.

The Club's season is from November 1st to April 30th; limited service is available from May to October and the Club is closed for the month of August. Annual gross revenues exceed \$13.5 million. Food and beverage sales are more than \$4.6 million of which 20% are derived from private events.

The AGM reports to the General Manager. He/she will directly supervise the Facilities Manager, Clubhouse Manager, Reservations Manager and Beach Shop Manager. This role is responsible for overseeing the Club's lodging component including the guest rooms at the Main Club and the cottages. Unlike most AGM positions, this role has less of a supervisory role with food and beverage on a daily basis, and is more oriented toward facilities and rooms management. However, in the absence of the General Manager, the AGM will be responsible for all Club operations.

The Assistant General Manager will work cooperatively with other department heads, leading on any communications that are necessary to ensure all parties are properly informed of member and guest plans and preferences with regard to lodging and related events, as well as for any changes in operations or policies, service standards, etc., that the General Manager issues. Critical to the role is having an understanding of, and the ability to articulate, the unique "Jupiter Island Club Experience" through the cottages and overnight rooms and through the upkeep of impeccable facilities overall. This position is responsible for developing and implementing exacting standards in coordination with the Clubhouse Manager and Housekeeping team. The Assistant General Manager will work closely with the General Manager in the development and implementation of strategies to increase the utilization of the cottages and overnight rooms, with particular emphasis on capturing business in the shoulder seasons. Other small project management at the discretion of the General Manager may also be required of the Assistant General Manager. The Assistant General Manager is expected to be highly visible, meeting and greeting Members and guests during their visits to the Club, and ensuring the amenities and services of the Jupiter Island Club are delivered to a standard of maximum member and guest satisfaction.

The successful candidate will have strong member and staff relations skills, a discerning eye for detail and quality and a track record in developing and fostering a member-focused service culture. Blended experience in luxury hotel or resort, and private club management at a senior level is highly desired as is experience overseeing guest room operations in a luxury setting. Facilities management and capital project experience is critical as is solid food and beverage knowledge and experience. A formal education with a degree or concentration in hospitality or hotel management is strongly preferred.

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

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/>. If you have any questions or need further assistance, please contact Alison Savona at alison@denehyctp.com.



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