

Full Job Description

A hidden gem, the Valley View Golf Course is just a 45 minute drive from Nelson or Castlegar through the beautiful Slocan Valley on Highway Six. Valley View is a nine hole course with separate tees for the back nine. A round of eighteen holes plays as a 5,411 yard, par 70 course with meticulous greens and well-manicured fairways. The course contains sand traps and some water hazards and offers rewarding enjoyment for golfers of any caliber.

Job description

As the Clubhouse Manager, you will be responsible for managing the day to day operations of the golf course and restaurant including the retail pro shop. Working closely with a volunteer board of directors, you will assist in hiring clubhouse staff and provide regular updates to the board. As a vital team member of this small, community based golf course, excellent customer service skills are a must.

Job Requirements

RESPONSIBILITIES & EXPECTATIONS

- Solid understanding of the golf club environment with excellent communication skills.
- Schedule and oversee clubhouse staff including performance evaluations as needed.
- Work with the board to develop a budget including cost of goods and wages
- Manage inventory and restaurant menus.
- Approve and order supplies for clubhouse and restaurant
- Oversee banquets, catering and other tasks associated with large restaurant events
- Maintain a close working relationship with the Greenskeeper and assistant.
- Assist and promote special events and other clubhouse activities
- Hold a valid driver's license and can provide own transportation to and from work, including picking up supplies.

EDUCATION

· Formal education in tourism and hospitality and food and beverage management is an asset but not required.

EXPERIENCE

· Minimum 5 years experience with food & beverage and golf club management
· Excellent understanding of POS (Point of Sale) systems including Moneris and Square.

Job Type:

- Full Time
- Seasonal

Benefits:

- Complimentary golf course privileges
- Discounted food
- On-site parking

Supplemental pay types:

- Tips

Salary will be based on education and experience.