

CLUBHOUSE MANAGER PROFILE: HOBE SOUND GOLF CLUB HOBE SOUND, FL

CLUBHOUSE MANAGER OPPORTUNITY AT HOBE SOUND GOLF CLUB

The Clubhouse Manager role at Hobe Sound Golf Club (HSGC) offers an opportunity to join a smaller membership, very golf-focused club with a highly regarded golf course and a commitment to enhancing the overall member experience. As one of the few “no tee times” clubs in a crowded and competitive area known for quality golf, HSGC seeks a Clubhouse Manager to efficiently oversee all clubhouse operations and coordinate with the club’s other departments.

Situated in southern Martin County, Florida, and surrounded by renowned golf courses, Hobe Sound Golf Club attracts members seeking a high-quality, personalized experience. The club is dedicated to upgrading its facilities to improve food, beverage, and social activities, complementing its core golf offerings.

Hobe Sound is rapidly gaining recognition as Florida’s next golf hub, with at least eight high-quality courses either under construction, recently opened, or planned. The area is less congested than nearby Palm Beach, offering more favorable living costs and quality of life. Hobe Sound Golf Club aims to attract future members by establishing itself as a top choice in the market and providing an exceptional member experience.

[Click here to view a brief video about this opportunity.](#)

ABOUT HOBE SOUND GOLF CLUB

A hidden gem on Florida’s East Coast, Hobe Sound Golf Club is nestled in the sleepy coastal town of Hobe Sound, on Florida’s Treasure Coast in southern Martin County, and serves as the gateway to world-famous Jupiter Island. The course, clubhouse, and residential community span 235 acres of pristine real estate. The campus is just two miles from Hobe Sound Beach and only minutes from popular destinations in Palm Beach and Stuart.

Hobe Sound Golf Club is a member-owned, private club featuring a magnificent 18-hole golf course recently renovated under the supervision of Tom Fazio II. Nestled among preserved wetlands and expansive oak hammocks, the course offers 7,150 yards and provides an enjoyable challenge for players of all levels.

The Club prides itself on presenting golf the way it should be—an impeccably maintained course with limited memberships and no tee times, ensuring easy access for members and their guests. Few clubs enjoy the camaraderie found at HSGC, one of the most welcoming private golf clubs in South Florida, where members and their families share an appreciation for the game and its social aspects.

Members can enjoy dining with family and friends in a relaxed setting with warm, friendly, personalized service. The club’s dining room, lounge, and deck offer panoramic views of the course.

The club also features an extensive practice facility that includes a spacious driving range and putting greens.

HOBE SOUND GOLF CLUB BY THE NUMBERS:

- \$80,000 Initiation fee (full member)
- \$18,025 annual family dues which includes capital dues of \$215/month
- Approximate Annual Gross volume - \$6.0M
- Approximate Annual Dues volume - \$3.6M
- Approximate Annual F&B Volume – nearly \$800K
- Approximately 243 Golf Members along with nearly 55 Social Members
- Approximately 21,000 Rounds of Golf Annually

- 9 Board members each serving 3-year terms
- The club operates on Jonas for POS and accounting
- The club is a 501(c)(7) not-for-profit, tax-exempt entity
- Approximately 50 Employees year-round supplemented by nearly 10 seasonal staff members
- Club committees are Golf, Green, House, Membership, Finance, By-Laws, Social, Personnel

HOBE SOUND GOLF CLUB WEBSITE: www.hobesoundgolfclub.com

CLUBHOUSE MANAGER - POSITION OVERVIEW

The Clubhouse Manager (CHM) will be responsible for promoting and supporting the mission and vision of Hobe Sound Golf Club (HSGC), ensuring that standards, processes, and procedures are well-documented and consistent across the operation. This key role will have operational authority over the daily activities of the clubhouse and will collaborate with the Board to establish and implement short- and long-term organizational goals, objectives, plans, and policies. They will serve as an active partner with the Board to help strategically plan for HSGC's future success, including membership recruitment and master planning, while maintaining a high level of member and staff satisfaction.

A main focus will be creating a seamless, highly personalized experience for members and their guests, supporting and advocating for a motivated, friendly team of department heads and staff, and ensuring that member experiences remain the top priority for everyone, from the parking lot to the golf course, F & B, and social activities.

The CHM will work closely with the President and the Board to develop overarching goals and ensure that the Board and team receive the appropriate reports and financial data needed to monitor club operations, understand the financial position, and plan for future needs. The CHM will collaborate with the Board and department heads to ensure the primary goal — a high level of membership satisfaction — is achieved, and that HSGC is recognized as an “employer of choice” through its overall culture. Strong leadership skills in communication, goal setting, accountability, innovation, strategic thinking, and operational standards are essential to meet the expectations of members and staff and to succeed overall.

The CHM will play a vital role in maintaining and enhancing the spirit and culture of the Club, its members, and employees. To be successful, they will be a naturally visible, warm, and welcoming presence, actively involved in front-of-house operations, setting the tone, training staff, and personally participating in events. The CHM must understand and amplify the intangible qualities that make HSGC a unique environment among private, member-owned golf clubs, embodying a ‘tone at the top’ service ethos—professional yet understated, friendly, and focused on its primary amenity, golf.

KEY PRIORITIES FOR THE NEW CLUBHOUSE MANAGER

- Must understand, appreciate, and be additive to the HSGC culture, recognizing that members consciously choose to live in the area over more crowded areas with great golf in other parts of Florida; the laid-back, easy-to-access golf experience is important but does not mean lack of standards or consistency of a highly personalized experience.
- Must be an “ambassador” to the Club membership, get to know as many members on a personal level as possible, and set the tone for the member experience consistent with the Board's expectations and other top golf clubs locally. “Executive Presence” is critical and working at the front end of time in the role on this objective is critical. Holding focus group sessions, “being present” in all areas of the Club throughout the day, and developing relationships with both members and staff.
- Ensure that an effective membership recruitment and retention plan is in place, looking to develop a waiting list as soon as possible.
- Work closely with the President and Board or appropriate committee to understand upcoming facility renovations and be prepared to be an active participant in overseeing and planning for their execution.
- Hobe Sound Golf Club is a golf club, and its most important asset, away from its members and staff, is its excellent golf course. A basic understanding and appreciation of golf and quality conditions are very helpful, but the golf operations staff report directly to their leaders, with whom the CHM is expected to be highly collaborative.

CANDIDATE QUALIFICATIONS

- A minimum of 5-7 years of progressive leadership/management experience, having a consistently upward tracking leadership experience in a contemporary business model club or similar hospitality operation known for high service standards. The Club will consider “rising stars” with the necessary potential but who are currently in exceptional club environments as Assistant Clubhouse Manager, Club Manager, Director of F & B, or have similar responsibilities.
- A team builder who has a history of attracting, developing, and retaining a high-performance staff, and ensuring that they consistently meet well-defined service standards.
- A natural leader who brings out the very best in those around him/her by setting clear goals and expectations, providing consistent feedback and support, and being respectful and professional in all interpersonal dealings.
- An intuitive, personable style resulting in a sincere and visibly engaged presence with members, guests, and staff.
- Strong interpersonal and communication skills, both written and verbal, with the proven ability to make effective presentations of information and recommendations.
- Must possess strong financial acumen and exceptional administrative skills, including a clear understanding and development of KPIs for the organization, and be able to articulate their meaning and trending analysis. Ability to create and oversee a system identifying key ratios to track (payroll, net F & B, etc.) as well as valuable ‘dashboards’ for oversight and enhancement of operations.
- Must be analytical in nature and skill set that translates into performance objectives that are easily articulated, understood, and turned into backing for making overall member satisfaction a top priority for the organization.
- Must be able to develop and install a performance management system, ensuring that standards of conduct and member engagement are met; this includes oversight of high standards of appearance, hospitality, service, and cleanliness of all facilities, as well as the key financial metrics that are agreed upon.
- Must have an enthusiasm and aptitude for mentoring and training, developing, and enhancing orientation and training programs for all Club personnel, working, as necessary, with the managers directly responsible for those operations.
- Must be adroit at developing relationships, being a respectful and diplomatic, but candid “thought partner” with the Board and Committee members, while also being personable and outgoing.
- Must excel working with the Head Golf Professional, Course Superintendent, the Board, and appropriate Committees to maintain and enhance the golf course and facilities.
- Experience in developing/implementing long-range (strategic) and annual (business) plans, operating reports, forecasts, and budgets, with a strong understanding of hospitality and service balanced against financial efficiencies.
- A personable individual with a sense of humor and style that is commensurately appropriate to the culture and expectations of a relaxed but respectful membership group and team of associates. A creative innovator of new or improved member events and activities who is further able to effectively convey those ideas to others for support, and work with the senior management team and club leaders to ensure successful execution of these events and activities.

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- A bachelor’s degree is preferred with a focus on Hospitality Management but is not required.
- In lieu of the degree, substantial private golf club or hospitality experience will be considered.
- Industry certifications such as CCM, CCE, or PGA are encouraged but not required.

EMPLOYMENT ELIGIBILITY VERIFICATION

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

SALARY AND BENEFITS

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefits package, including association membership.

INSTRUCTIONS ON HOW TO APPLY

Please upload your resume and cover letter, in that order, using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process. Please be sure your image is not present on your resume or cover letter; that should be used on your LinkedIn Profile.

Prepare a thoughtful cover letter addressed to the **Hobe Sound Golf Club Search Committee** and clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and why HSGC and the Martin County, FL area will be beneficial to you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible, but no later than August 28, 2025. Candidate selections will occur in September, with the first interviews expected later that month and the second interviews a short time later.

IMPORTANT: Save your resume and letter in the following manner:

“Last Name, First Name Resume” &

“Last Name, First Name Cover Letter - Hobe Sound GC”

(These documents should be in Word or PDF format)

Note: Once you complete the application process for this search, you are not able to go back in and add additional documents.

[Click here](#) to upload your resume and cover letter.

If you have any questions, please email Patty Sprankle: patty@kkandw.com

Lead Search Executive:

Kurt D. Kuebler, CCM, CMAA Fellow
Partner

O: (833) KKW-HIRE, ext. 701

M: (407) 864-6798 – Jupiter, FL

kurt@kkandw.com