

ASSISTANT GENERAL MANAGER PROFILE: SCIOTO COUNTRY CLUB COLUMBUS, OH

THE ASSISTANT GENERAL MANAGER OPPORTUNITY AT SCIOTO COUNTRY CLUB

A rare opportunity exists for an exceptional candidate with a successful track record of accomplishment, leadership and high-quality operations management experience in private clubs, hotels, high-end restaurants or resorts. We are conducting a search for the Assistant General Manager (AGM) at a club which has built a reputation among the finest in the country. The successful candidate will be an integral and critical part of a high-performing team at a nationally recognized Club, one acknowledged for its innovations, quality work environment, and focus on continually 'raising the bar' for its members and staff.

The primary focus of the role is delivering an unparalleled member experience, which is of primary importance to the social fabric and culture of the Club. The ability to consistently be forward-looking in planning, innovation, organization and departmental leadership is the critical skill set required for success in this position. Also important is the ability to intuitively embrace the need to be visible and highly interactive with members and staff; leadership in this area begins and ends with approachability and accessibility.

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

ABOUT SCIOTO COUNTRY CLUB

Scioto Country Club is a full amenity private club founded in 1916. Members enjoy many new amenities including domed tennis courts and lap pool, Family Center with golf simulators, state of the art Fitness Complex and Spa, in addition to a beautiful pool complex and racquets center and a recently renovated 100,000 sq. ft. clubhouse with multiple best in class dining options. This fall, the club will open a new learning center and spring of 2026 will open a new golf house. The Club has engaged The McMahon Group to work on a comprehensive plan for the pool and tennis area. The Club has also been rated 28th by the Platinum Clubs of America and identified as an Iconic Distinguished Club in the world by Distinguished Clubs-their highest designation.

The golf course is rated in the top 70 in the country and is known throughout the world of golf. It is where Jack Nicklaus learned to play the game of golf in the early 1950s. It is also where Bobby Jones won the second of his four U.S. Open titles in 1926. Also, Scioto Country Club is one of five clubs in the world that have hosted the U.S. Open (1926), the Ryder Cup (1931), the PGA Championship (1950), the U.S. Amateur Championship (1968) and the U.S. Senior Open Championship (1986 & 2016). A sympathetic restoration of the course was completed by Andrew Green in 2021 which took the golf course back to what Ross intended and has the club poised to host future major championships in the next decade. Senior Open in 2026 and US Am 2036

BY THE NUMBERS:

- \$125,000 Initiation fee
- \$13,500 Annual dues (including capital dues)
- \$15.8M Gross volume
- \$8.4M Dues volume
- \$5.5M F&B volume
- 24,000 Rounds of Golf
- 335 Golf (Full) Members; 536 Social and 241 in all other categories
- 300 Employees (FTE) in-season – averages about 175 year round

- 57 – Average age of members

SCIOTO COUNTRY CLUB WEBSITE: www.sciotocc.com

ASSISTANT GENERAL MANAGER JOB DESCRIPTION

The AGM at Scioto Country Club is responsible for managing daily club operations throughout all member service areas, including food and beverage outlets, clubhouse operations, golf shop, locker rooms, aquatics, racquets and fitness. The AGM works closely with the GM/COO to ensure member satisfaction, is responsible for the operation of all aspects of the club in the absence of the GM/COO, and performs specific tasks as requested by the GM/COO.

Scioto Country Club is a dynamic organization and the AGM role is critical to the Club's overall success. The AGM is the primary coordinator of hiring, training, orientations, teammate "culturization," and supervision of associates. He/she will therefore be applying relevant and necessary marketing techniques to drive member usage of food and beverage and clubhouse operations along with assuring member and guest needs and desires are consistently met and often exceeded. Club member and guest satisfaction and enjoyment of the high-quality service experience at Scioto Country Club are primary drivers to its overall success.

The Assistant General Manager, as a strong and highly visible presence with the membership, must be an exceptional communicator, have excellent personal interactive skills, and have the maturity to know how to make members and guests feel that they are consistently being taken care of. Further, he/she must be able to communicate these expectations to a diverse staff and positively motivate them to understand and execute to those expectations. The AGM will benefit from the mentorship of a highly regarded GM/COO, and he/she will be provided with support and latitude to demonstrate their skills in club leadership.

The Scioto Country Club community represents a varied demographic and age range, and the AGM is the key influencer to ensure that these groups are engaged from a programming, activities, and member experience perspective. Members are exceptionally social and active. The AGM must be intuitively engaged and in tune with this service-centric, fiscally responsible environment.

KEY ATTRIBUTES AND AREAS OF FOCUS

The successful AGM will demonstrate:

- Strong analytical and accounting skills.
- Proven training and club management development experience.
- Effective team building and leadership skills.
- Experience in staff training programs, as well as establishment of and adherence to standard operating procedures.
- Aptitude for attentiveness to member services and satisfaction.
- Strong planning and administrative skills including budget & P&L management.
- Superior communication skills, exuding energy and creativity.
- 100% buy-in into the Scioto Country Club culture

PRIMARY RESPONSIBILITIES

- Ensure smooth, efficient daily operations in a high service focused environment for which the club is renowned.
- Sincere and significant engagement with members, guests, and staff; listening to their concerns and suggestions; observing, assessing, and evaluating all areas of responsibility; and working closely with the GM/COO to implement appropriate and incremental improvements.
- Hires, trains, and develops employees; plans and coordinates training and development programs to ensure that the end-to-end experience is at a consistently high level; manages the long-range staffing needs of the department.

- Creates a culture of continual improvement through ongoing training and promotes an environment of cohesiveness that fosters teamwork. Serves as administrative link between various service areas of the club.
- Provides input and cooperates with the GM/COO and CFO in preparation of the annual operating and capital budgets.
- Works with the management team to develop and promote creative and popular member events. Creates and maintains detailed records on all events.
- The AGM is ultimately responsible to ensure that all member and club events are well-conceived and executed properly. Important life events of members are celebrated at the club, and the AGM will have a critical role in making each a success, thereby increasing member satisfaction.
- Manages all aspects of the club in the absence of the GM/COO.
- Approves staffing and general operating procedures for Facilities, Food and Beverage, Golf Shop, Locker Rooms, Pool, Racquets and Fitness departments.

OTHER RESPONSIBILITIES

- Monitors budget goals and collaborates with staff to achieve them.
- Develops policies and procedures and directs/supervises the work and tasks of assigned department managers and associates to include Food and Beverage, Golf Operations, Clubhouse Operations, and other areas as required.
- Supervises the procurement of all supplies for use in the clubhouse facilities. Supervises delivery of goods and services received; verifies all invoices, taking advantage of discounts and allowances offered.
- Responds to member/guest complaints and addresses their concerns.
- Manages training systems for staff
- Monitors safety issues and employees' conformance with safety procedures.
- Prepares clear and concise reports and maintains effective employee/employer relations.
- Assists in personnel management including yearly performance evaluations, discipline, and daily work schedule.

CANDIDATE QUALIFICATIONS

The successful candidate:

- Has at least five years of management experience in a similar high-end club or like environment.
- Has a fundamental understanding of what constitutes a “premier Club experience,” and the proven ability to execute to that level.
- Displays an understanding of facilities and membership management.
- Displays a working knowledge of financial acumen, HR policies and regulations, food and beverage, and the club industry.
- Is skilled in hiring, supervising, managing, mentoring, and developing high-achieving employees. Perpetual training and coaching are essential.
- Possesses a good sense of humor and an ability to have fun.
- Is organized, predictable, consistent, and detail-oriented, with the ability to multi-task and prioritize competing or conflicting projects.
- Has a patient, professional demeanor with superior verbal and written communication skills.
- Has a verifiable track record of successfully leading and growing dynamic clubhouse operations, including building revenues, controlling costs, and meeting or exceeding planned and budgeted bottom-line goals and objectives in food and beverage operations.
- Proficient with Microsoft Office Suite, Jonas Software, calendar software, spreadsheets, report preparation, and membership database management. Familiarity with social media as a business tool is desired.
- Must have extensive knowledge of all areas of clubhouse operations and a strong F&B background.
- Has strong organizational and time management skills; identifying the details necessary to consistently achieve high levels of quality, satisfaction, and outstanding member experiences.

- Has strong communication and facilitation skills, both written and verbal, with the appropriate personal presence, and a desire and ability to interact effectively before diverse constituencies of members, board members, committees, staff, vendors, and other people who are part of the Scioto family.
- Is confident in his or her abilities yet humble in his or her interactions.
- Aspires to progress to a GM/COO role with a continuous desire to improve himself or herself.

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.

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- A bachelor's degree from a four-year university or college is highly desirable, preferably in Hospitality Management.
- In lieu of the degree, substantial successful private club or hospitality experience may be considered.

SALARY & BENEFITS

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefits package, including professional development, medical, dental, vision, life insurance, 401(k) club match, and PTO.

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 in your LinkedIn profile.

Preparing a thoughtful letter of interest and alignment, clearly articulating your fit with the profile and the above-noted expectations and requirements, is necessary. Your letter should be addressed to Mr. Joe Furko, General Manager/COO, Scioto Country Club, and clearly articulate why you want to be considered for this position at this stage of your career and why the Columbus, OH, area will likely be a fit for you, your family and the club if selected.

You must apply for this role as soon as possible but no later than Friday, October 31, 2025. Candidate selections will occur in mid-November 2025, with the first Interviews expected in late November 2025 and the second interviews a short time later. The new candidate should assume his/her role as soon as reasonable notice is given to a current employer following selection.

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

"Last Name, First Name–Resume" &

"Last Name, First Name–Cover Letter Scioto Country Club"

(These documents should be in Word or PDF format.)

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

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

If you have any questions, please email Holly Weiss: at holly@kkandw.com

LEAD SEARCH EXECUTIVE

Sam Lindsley, Search Executive

O: (833) KKW-HIRE, ext. 712

M: 216-509-2250

sam@kkandw.com

www.kkandw.com