



CONTROLLER



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BARTON HILLS COUNTRY CLUB

Barton Hills Country Club, established in 1919, is Ann Arbor's only Distinguished Club of America and home to a Donald Ross–designed 18-hole course completed in 1922. The course is consistently ranked among Michigan's top private layouts and is included in Golfweek's listing of the top 200 classic courses in the United States. The Club serves 600 members, with an average age of 58 and a diverse generational mix. Members enjoy a full calendar of golf and social programming that reflects the Club's welcoming and active culture.

In 2019, Barton Hills celebrated its centennial with a major renovation of dining and pool facilities, strengthening its commitment to high-quality amenities while honoring its history. The Club is in a transformational period, with several major capital projects currently underway that will elevate the member experience and modernize the campus and will host the USGA Women's Senior Open in August 2026, further reinforcing its position as one of the premier private clubs in the region.

WWW.BARTONHILLSCC.COM



CONTROLLER

The Controller reports directly to the General Manager/Chief Operating Officer (GM/COO) and is responsible for the Club's accounting, financial reporting, and coordination of payroll and other employee-related administrative processes. This position ensures accurate reporting, effective internal controls, and compliance with applicable standards and regulations. The Controller serves as the Club's financial leader, providing the GM/COO with forecasts, cash flow analyses, and data-driven insights that support sound decision-making and long-term planning.

In addition to overseeing day-to-day financial operations, the Controller plays a central role in stewarding more than \$8.5 million in current and upcoming capital projects, ensuring disciplined budgeting, cash flow forecasting, and transparent reporting. The Controller works closely with the GM/COO and department heads, and supports the Finance Committee through accurate reporting and analysis that ensure financial integrity and informed decision-making.

Reports to: General Manager/Chief Operating Officer
Direct Reports: Assistant Controller





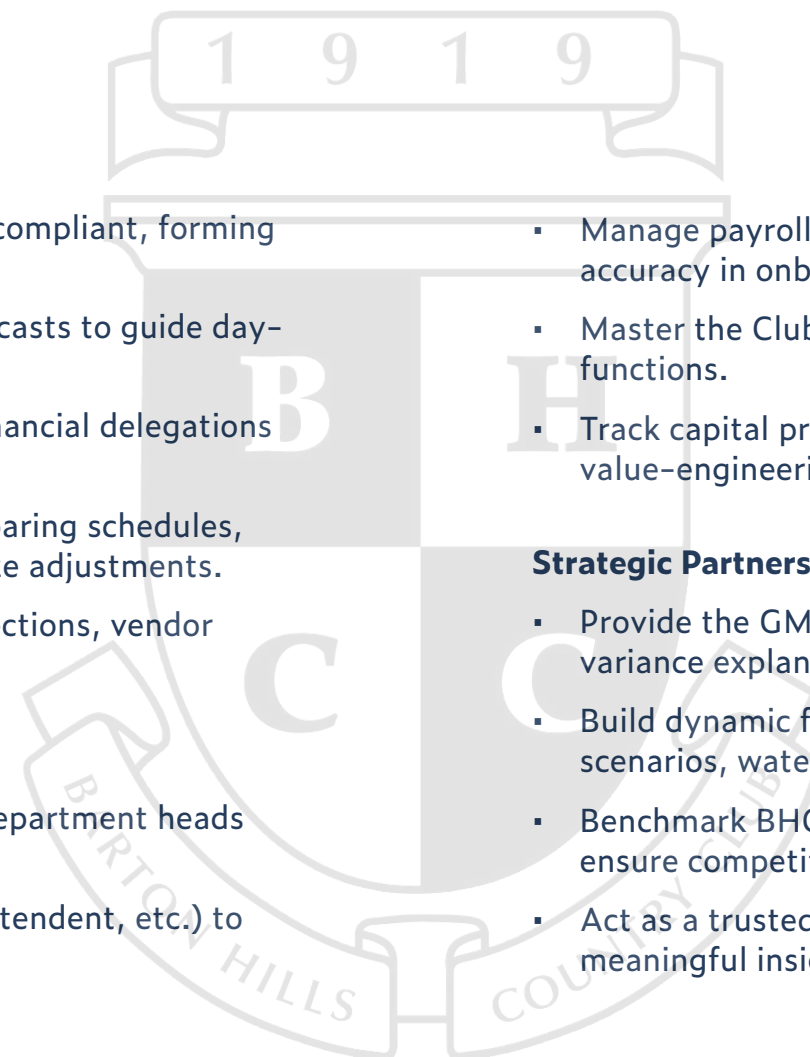
KEY OBJECTIVES

Financial Operations and Reporting

- Ensure all accounting records are accurate, reconciled, and GAAP-compliant, forming the base for credible reporting.
- Maintain disciplined 13-week and rolling 3–4 month cash flow forecasts to guide day-to-day operations and long-term capital commitments.
- Develop and reinforce internal controls, approval processes, and financial delegations of authority.
- Oversee audit readiness, tax filings, and 401(k) compliance by preparing schedules, coordinating with auditors, and maintaining processes that minimize adjustments.
- Direct AP/AR operations, ensuring timely and accurate billing, collections, vendor payments, and cash application.
- Manage payroll administration in coordination with the Club's PEO provider, ensuring accuracy in onboarding, accruals, PTO tracking, and compliance.
- Master the Club's accounting and HRIS systems to drive efficiency across finance and HR functions.
- Track capital project performance, providing timely reports on costs, contingencies, and value-engineering adjustments.

Operational Integration & Support

- Lead the annual operating and capital budget process, equipping department heads with tools and accountability to manage their areas effectively.
- Partner with department heads (Chef, Clubhouse Manager, Superintendent, etc.) to translate financial data into actionable operational insights.
- Provide the GM/COO, Board, and Finance Committee with executive-level dashboards, variance explanations, and trend analyses.
- Build dynamic financial models (e.g., dues vs. capital impact, "No Action vs. Recovery" scenarios, waterfall assessments) that guide strategic decision-making.
- Benchmark BHCC's financial performance against peer clubs and industry standards to ensure competitiveness.
- Act as a trusted partner to leadership and governance, translating financial data into meaningful insights that support accountability and long-range planning.



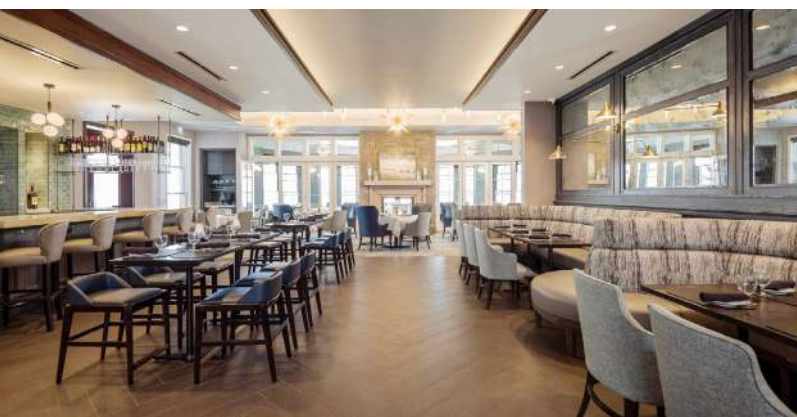
COMPETENCIES & QUALIFICATIONS

- Bachelor's degree in Accounting, Finance, or related field preferred; CHAE certification a plus.
- Five to seven years of progressive accounting experience, including at least three years in a Controller or equivalent leadership role, is strongly preferred. Candidates with experience as an Assistant Controller, Assistant Director of Finance, who have developed under a highly regarded finance leader or within a high-performing operation are also strongly encouraged to apply.
- Private club or hospitality experience preferred; high-potential candidates with transferable skills will also be considered.
- Strong foundation in financial management, cash flow forecasting, and project accounting, with experience managing or contributing to multi-million-dollar operating and capital budgets, and the capability to assume increasing responsibility in these areas.
- Proficiency with Excel, Word, PowerPoint, POS systems, and club-specific accounting software, with the ability to design models and dashboards that support accountability and decision-making.
- Experience with HR compliance, payroll, and benefits administration, ideally in coordination with a PEO provider.
- Ability to translate financial information into clear, actionable insights for non-financial audiences, including department leaders, committees, and the Board.
- Strong written and verbal communication skills, with confidence presenting at the executive and governance level.
- Skilled in financial benchmarking, scenario planning, and developing systems that deliver real-time visibility into revenues, expenses, and key performance indicators.
- Proven leadership ability with a track record of supervising, developing, and mentoring accounting staff.
- Professional demeanor, detail orientation, and adaptability in a dynamic, evolving environment.



COMPENSATION & BENEFITS

- Salary compensation is commensurate with experience, plus a holiday fund bonus.
- Comprehensive benefits package, including health, dental, and vision benefits and PTO.



Please do not contact the Club directly regarding this opportunity.

Interested and qualified applicants should submit their resume in confidence to
Rob Schlingmann, CCM, CCE, CAM at Strategic Club Solutions:
rob@strategicclubsolutions.com



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