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DIRECTOR OF GOLF PROFILE: FOREST HIGHLANDS GOLF CLUB FLAGSTAFF, AZ

DIRECTOR OF GOLF OPPORTUNITY AT FOREST HIGHLANDS GOLF CLUB

The next Director of Golf at Forest Highlands will be a dynamic, service-driven leader who not only executes day-to-day operations at the highest level but also embodies and champions Forest Highlands Golf Club's "Elevating Excellence Culture" through integrity, innovation, and genuine human connection. With a hospitality-first mindset, strong industry relationships, and a deep love for golf, nature, and people, this individual will be relentlessly committed to elevating the member experience, developing talent, and fostering community across both courses and the club as a whole.

This role offers a highly energized, upbeat PGA/LPGA professional the opportunity to join a tenured, highly respected leadership team and work alongside dedicated department heads and staff who are passionate about delivering excellence. Someone who exhibits knowledge of using technology and being on "the cutting edge" of today's golf industry will do well in this role. Forest Highlands is in an exciting phase of strategic growth and planning, and the Director of Golf will play a crucial role in shaping the Club's future while honoring and preserving its rich history and strong community values.

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

ABOUT FOREST HIGHLANDS GOLF CLUB

Set on 1,140 acres just south of Flagstaff amid the Ponderosa Forest and the San Francisco Peaks, Forest Highlands Golf Club offers a private, elevated mountain lifestyle. Established in 1987, the gated community features custom homes with panoramic views of golf courses, forests, and mountains, supported by 24-hour security. Located in Coconino County outside Flagstaff city limits, Forest Highlands operates as a self-contained community with its own roads, water, and wastewater systems, and infrastructure. Approximately 10–15% of residents live on the property year-round.

The Club is defined by two distinct clubhouses, each offering a unique experience. The Canyon Clubhouse embodies classic elegance with refined dining, a full-view wine cellar, a two-story fireplace, an outdoor patio, versatile banquet facilities, private boardrooms, a lap pool, bocce courts, and casual outdoor dining. The Meadow Clubhouse offers a warm, rustic atmosphere, featuring an open-air dining room, a fire pit porch, bistro-style dining with takeout options, a full-service wellness center, and an active Recreation Center that focuses on youth and family programming.

Forest Highlands offers a robust and expanding racquets and fitness program. Members enjoy certified personal trainers, summer fitness classes, lap swimming, and seasonal programming. A \$5M completed pickleball facility anchors the racquets program, with an upgraded tennis facility currently under construction. Summer access includes four private post-tension concrete tennis courts, eight all-weather pickleball courts, instruction, and open court play.

Golf is the cornerstone of the Forest Highlands experience, highlighted by two nationally recognized championship courses. The Meadow Course, designed by Tom Weiskopf, stretches over 7,200 yards and is ranked #9 in Arizona by Golf Digest. The Canyon Course, a Tom Weiskopf and Jay Morrish design, spans 7,001 yards and is renowned for its beauty and challenge, earning accolades including #1 in Arizona and #32 in the West by Golf Magazine.

Beyond golf and athletics, Forest Highlands offers a well-rounded lifestyle with a putting course, hiking trails, and recreational areas throughout the property.

Community engagement is reflected through the Forest Highlands Foundation, which has donated more than 4 million dollars to 65 local charities focused on health and human services, reinforcing the Club's commitment to stewardship, connection, and long-term legacy.

FOREST HIGHLANDS BY THE NUMBERS

- 818 Regular Members (property owners) and 78 Members of other categories
- \$115,750 Initiation Fee
- \$18,300 Annual Dues
- \$650K Approximate Soft Good Volume
- \$300K Approximate Hard Good Volume
- \$175K Approximate Instruction Volume
- 35,000 Approximate annual rounds of golf (both courses)
- 100 FTE and 400 Seasonal employees
- Golf Operations Employees: 3FTE year-round 50 seasonal
- 59 Average Age of Members
- 9 Board Members with three-year terms
- Jonas Encore POS and Club Accounting System

FOREST HIGHLANDS GOLF CLUB WEBSITE: www.fhgc.com

DIRECTOR OF GOLF – POSITION OVERVIEW

The Director of Golf (DOG) at Forest Highlands Golf Club is truly the “golf ambassador” of the Club. He or she must embody the highest levels of integrity, professionalism, and diplomacy, and be a highly active, engaged, and visible presence with both members and staff. He or she will be a “go-to” individual who takes ownership of the operation and is a very visible and engaged senior manager. They will be responsible for the vision, strategy, and daily execution of golf operations across two nationally celebrated courses at Forest Highlands Golf Club. This individual will not only oversee golf programming, staffing, retail, and member experience but also serve as a cultural torchbearer, ensuring that every touchpoint reflects the Club’s commitment to “Elevating Excellence.”

Beyond day-to-day performance, this position plays a pivotal role in shaping the spirit and member connection that defines Forest Highlands. The next Director of Golf must be a team-first, hospitality-driven, emotionally intelligent leader with strong industry relationships and a deep appreciation for the natural beauty of their mountain community.

The DOG must be an exceptional leader who recognizes and respects the contributions of volunteer members and staff of all levels. The DOG must be capable of both guiding and holding members and staff accountable to achieving and maintaining high standards. He or she will directly manage all areas of the golf operation and work closely with the Golf Course Superintendent and other department heads while reporting to the General Manager/COO. The position will promote an exceptional golf experience and provide creative services and programs for all members and guests. The DOG is expected to be a strategic leader of the golf experience at Forest Highlands Golf Club and, therefore, a person of intellect, vision, planning, and business acumen.

KEY RESPONSIBILITIES OF THE NEW DIRECTOR OF GOLF

- Provide strategic and operational leadership over all golf functions, including staffing, service standards, and event execution.
- Cultivate a culture of hospitality, respect, and cross-department collaboration.
- Ensure that both the Meadow and Canyon courses receive equal leadership presence and support.
- A strong, accomplished PGA professional with a proven track record of providing premier services in a dynamic, exclusive membership environment.
- A proven track record in teaching & coaching, player and program development, working with all levels of playing abilities and diverse skill levels to grow the game. The ability to enhance and grow the current instruction program is vital.
- Passion for developing/enhancing the junior golf program and increasing participation

- A strong team leader focused on two-way communication with all team members.
- A highly visible and interactive individual committed to engaging members at every opportunity to develop high levels of member satisfaction.
- A careful evaluation of all aspects of the golf operation and team at Forest Highlands to elevate the standards of the day-to-day operations.
- Lead all aspects of merchandise operations, including buying, inventory control, pricing, and shop presentation.
- A team builder who has a history of attracting, developing, motivating, and retaining a high-performance team of professionals to propel the operation forward. Experience in similar club environments where traditions and respect, both personally and with the Club, are intrinsically rooted.
- Promote a workplace culture grounded in integrity, growth, and service.
- Oversee a comprehensive calendar of events and tournament program for golfers of all abilities
- This professional should have a PASSION for all things golf.

To reiterate, fostering a culture of solidarity and teamwork throughout the team and the club at large is very important to the staff and membership. Significant to this expectation is the ability to lead a team of friendly, engaging, competent, and passionate staff who are sincere about serving the club's members.

CANDIDATE QUALIFICATIONS

- A verifiable record of working closely and successfully in a private club, with an active Board and committees, while providing visionary leadership and partnership with the General Manager/COO
- A verifiably unblemished career track that demonstrates a record of tenure and commitment to previous employers, where career moves were for enhancement of skills and experiences as opposed to unplanned career changes
- Knowledgeable in best practices in top-performing and high member satisfaction operations across the country
- Strong golf community network, both locally and nationally
- Verifiable ability to attract, hire, develop, and lead a high-performing team of professionals while setting and maintaining standards of performance appropriate to perpetuating the mission and values of FHGC
- Exceptionally strong communication skills with members and staff, creating an open exchange environment to move the golf operations forward in a consistently positive, passionate manner
- The candidate must be a charismatic professional who truly enjoys the club environment, with a track record of progressive leadership and golf management experience.

PREREQUISITES FOR EMPLOYMENT

- **Honest & Empathetic** – Integrity and empathy are necessary to be the best possible team member and Golf Leader for their membership.
- **A Hospitality Heart** – A selfless mindset that will support doing whatever it takes to genuinely make their members feel that we do all we can for them, and that we never say no unless we have exhausted all options to support and delight.
- **Confident but Kind** – The ability to lead confidently through adversity, including major golf events, heightened member expectations, staffing challenges, and operational pressure points, while remaining respectful, approachable, and grounded. A well-rounded team player who communicates openly, supports all departments across the club, and avoids operating in silos or focusing solely on golf operations.
- **Innovative & Marketing Mindset** – Always looking forward to growth, creativity, and strong communication around all their department does.
- **Team First Attitude** – A strong leader who genuinely cares, connects, and puts the success of the team and club above individual priorities. This is extremely important considering the majority of their golf operations are younger seasonal workers from all different walks of life (I.E. They currently have many NAU College students supporting this department, along with approx. 10 international H2-B Visa employees who work in their golf operations each summer).
- **Desire to Make Genuine Connections with Their Members** – They currently have approximately 900 memberships, all of whom receive full golf access. Being constantly present with the operation and actively engaged at both golf courses as equally as possible is going to be essential.

- **Ability and Desire to Play Golf with Their Members** – Their Golf Leader needs to be able to play the game well and fairly regularly, which will allow them to be present and curious about their two highly celebrated golf courses and specifically take in their product and operations from the member perspective.
- **Strong Industry Connections** – Well established relationships within the golf and hospitality industries, which will, in turn, support strong recruiting and talent development efforts. Having strong AZ club connections could also be very beneficial.
- **Love for Nature and the Outdoors** – Flagstaff is an incredible mountain city located at 7,000 feet in the world's largest Ponderosa pine forest. They are less than an hour from Sedona, Arizona, and just over an hour from the South Rim of the Grand Canyon. Their mountain climate delivers four distinct seasons and an average of 100 inches of annual snowfall.
- **Competitive and Never Satisfied** – A constant desire to strive for Elevating Excellence, particularly as it relates to *Golf Digest* rankings, industry respect, and long-term prestige.

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- Preferred Bachelor's Degree in Business Administration or Golf Management but not required.
- In lieu of the degree, substantial golf professional and private club experience will be considered.
- Minimum 5 years of progressive experience in private club golf operations.
- A PGA/LPGA certification with a minimum of 3 years of Head Professional or Director of Golf experience in a like or similar type of facility is required.
- NOTE: Those current 1st or Lead Assistant Professionals at well-recognized clubs with verifiable records of achievement will also be strongly considered for this role.

EMPLOYMENT ELIGIBILITY VERIFICATION

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

SALARY AND BENEFITS

Salary is open and commensurate with qualifications and experience. The Club offers an excellent bonus and benefit package, including Professional Dues and Education expenses for PGA members.

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 **Forest Highlands Golf Club search committee/Attn: Doug Sutter, General Manager/COO**. Clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and why FHGC and the Flagstaff, AZ area will benefit you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible to be considered. Candidate selections will occur later in February, with the first Interviews expected in early March, and the second interviews a short time later. The successful candidate should assume his/her role by early to mid- April, 2026.

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

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – Forest Highlands”

(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 Bethany Taylor: bethany@kkandw.com

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