

# KOPPLIN KUEBLER & WALLACE

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## CHIEF FINANCIAL OFFICER/CONTROLLER PROFILE: AMERICAN YACHT CLUB RYE, NY

### THE CHIEF FINANCIAL OFFICER/CONTROLLER OPPORTUNITY AT AMERICAN YACHT CLUB

The American Yacht Club is seeking a dynamic, communicative, and forward-thinking Chief Financial Officer/Controller to serve as a pivotal leader during a period of significant transformation. This is an exceptional opportunity for a finance executive who is energized by modernization, embraces technology, and thrives in a highly visible, relationship-driven, member-facing environment. A key component of this role is direct engagement with Club members, including listening carefully, explaining financial matters clearly, and resolving questions or concerns with professionalism and diplomacy in order to reinforce trust and confidence in the Club's financial stewardship.

AYC is a member-focused club with a strong culture and deep institutional pride. The incoming CFO/Controller will succeed a highly respected finance leader with 27 years of service, inheriting accurate and reliable financial information along with a mandate to elevate it. The Club is excited to welcome a finance leader who will further strengthen member confidence by delivering insight-driven reporting that tells the story behind the numbers, supports confident decision-making, and enhances transparency and accountability across the organization.

This role is well-suited for a confident yet patient leader who can respectfully unravel legacy processes, transition manual workflows to modern systems, and guide the Club toward more automated, efficient, and transparent financial operations. The successful candidate will be energized by change, highly accessible, and visible throughout the Club, eager to engage with members, department heads, and staff in real time, and adept at balancing strategic priorities with the day-to-day needs of a dynamic, hospitality-driven environment.

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

### ABOUT AMERICAN YACHT CLUB

The American Yacht Club (AYC), founded 140 years ago by Jay Gould and his peers, has grown from a haven for steam yachts into a premier sailing institution on Long Island Sound. Established at Milton Point in Rye, NY, in 1883, the club purchased its iconic property for \$6,000. Despite a devastating fire in 1951, the clubhouse was rebuilt within a year, symbolizing the resilience of its members.

AYC has a storied history of sailing excellence, with members achieving success in America's Cup defenses, Olympic medals, and various championships. The annual Invitational Cruise blends competition with family fun, highlighting the club's vibrant culture.

With over 100 keelboats, 50 dry-sailed boats, and 150 small boats, AYC hosts near-weekly sailing events. It fosters a lifelong love for sailing, offering opportunities for recreational and competitive enthusiasts alike, and solidifying its reputation as a cornerstone of the sailing community.

### CLUB MISSION STATEMENT

- To enhance our heritage of leadership in the sport of sailing, preserve the traditions of sportsmanship and friendly competition, and further the growth of the sport.
- To encourage cruising and competitive sailing among its members through the sponsorship and management of local, regional, national, and international events.
- To provide opportunities for family-oriented social recreation among its members.
- To be responsible stewards of our coastal environment.

## **AMERICAN YACHT CLUB BY THE NUMBERS:**

- Approximate Membership: 1,148
- Gross Volume: Approximately \$ 20M
- Gross Payroll: Approximately \$5M
- Employees: 50FTE / 200 seasonal
- Average Age of Membership: 56
- 15 Board Members – Serving 3YR Terms
- The Club uses Northstar for POS & Accounting

## **AMERICAN YACHT CLUB WEBSITE: [www.americanyyc.org](http://www.americanyyc.org)**

## **CHIEF FINANCIAL OFFICER/CONTROLLER JOB DESCRIPTION**

Reporting to the General Manager/Chief Operating Officer, the Chief Financial Officer/Controller is the Club's senior finance executive and a key strategic partner to Management, the Board of Governors, Treasurer, and Finance Committee. Beyond ensuring accuracy and compliance, this leader is charged with transforming how financial information is generated, communicated, and used across the Club.

The CFO/Controller will bring a collaborative, service-oriented leadership approach—partnering closely with department heads to deepen shared understanding of each business line, support thoughtful workforce planning and budgeting, and encourage the effective use of financial information as a practical management resource. Through a consistent, approachable, and proactive style, this leader will help foster clarity, alignment, and informed decision-making across the organization.

This is a hands-on, fast-paced role within a small finance department. The CFO/Controller will assess existing talent and structure against the Club's future needs, make thoughtful decisions in the best interests of the organization, and build scalable processes that support AYC's active calendar and significant capital-investment activity. With frequent capital projects, evolving systems, and a patchwork of legacy tools, the role offers the opportunity to research, streamline, and implement efficiencies that meaningfully improve operations.

The ideal candidate brings strong technical expertise, high emotional intelligence, a good sense of humor, and unquestioned integrity. Calm under pressure, flexible in approach, and excited by innovation, this leader will be empowered to guide change while honoring the Club's culture and helping AYC continue to thrive for generations to come.

## **KEY RESPONSIBILITIES**

### **Strategic & Financial Leadership**

- Lead all accounting and finance operations, including general ledger, month-end close, trial balance, and preparation of GAAP-compliant financial statements (income statement, balance sheet, cash flow) with full supporting schedules.
- Own and recommend all operating and capital budget creation, tracking, and forecasting in partnership with the GM/COO, department heads, Treasurer, and Finance Committee.
- Monitor results versus plan, analyze variances, investigate anomalies, and recommend timely corrective actions.
- Provide disciplined cash-flow management and forecasting, including short- and long-term projections.
- Prepare weekly and monthly financial and flash reports for all departments, translating data into clear, actionable insights.
- Support long-range financial planning and scenario modeling to inform strategic decision-making.

### **Board, Governance & Committee Engagement**

- Serve as the Club's senior finance executive and a key strategic partner to volunteer leadership and committees.
- Attend and actively participate in Board of Governors, Finance Committee, and other committee meetings as required.
- Prepare concise, decision-ready materials, including the annual financial report for the Club's Annual Meeting.
- Confidently communicate financial results, trends, risks, and recommendations to non-financial stakeholders.

## **Operational Finance & Compliance Oversight / Technology & Systems Leadership**

- Manage member billing, A/R, collections, and escalation of past-due accounts in accordance with Club policy.
- Oversee A/P, vendor onboarding, credit applications, and payment processing to optimize cash utilization.
- Ensure timely, accurate monthly bank reconciliations, review, and sign off in accordance with governance policy.
- Maintain robust internal controls and an internal audit program; ensure compliance with Club policies and applicable laws and regulations.
- Prepare and file, in conjunction with external auditors, all applicable federal, state, and local tax filings, including payroll-related compliance.
- Coordinate the annual financial audit, working closely with external auditors to ensure efficient fieldwork and minimal management letter findings.
- Manage and enhance Club's financial systems, championing automation and continuous process improvement.
- Oversee Club's information technology function through coordination with outsourced IT vendors.
- Evaluate, recommend system upgrades and replacements to improve efficiency, accuracy, and service reliability.

## **Cash, Banking & Asset Management**

- Manage banking relationships, borrowings, investments, and cash balances to safeguard Club assets.
- Oversee inventory accounting for food, beverage, supplies, equipment, and furnishings.
- Maintain fixed-asset accounting records, including depreciation schedules, capital asset replacement, and maintenance planning.

## **Capital Planning & Project Support**

- Provide hands-on financial oversight of ongoing renovation and capital projects, including modeling projects, maintaining sources-and-uses schedules, tracking capital budgets, real-time cash-flow forecasting, monitoring bank balances, advising leadership on funding timing, and ensuring liquidity is aligned with construction and operating needs.
- Monitor and report on construction, renovation, and capital improvement projects.
- Ensure accurate capitalization, depreciation, and reporting of all capital assets.

## **Risk Management & Insurance / Human Resources & Payroll Partnership**

- Administer property and casualty insurance programs and manage claims as necessary.
- Maintain insurance documentation and ensure certificate-of-insurance compliance for vendors and partners.
- Partner with internal or outsourced HR resources on compensation changes, benefits administration, retirement plans, and payroll coordination.
- Ensure accurate financial administration of employee benefits, 401(k) and defined benefit plans, and related regulatory requirements.

## **Staff Leadership & Development / Member & Stakeholder Service**

- Hire, train, schedule, and develop accounting team members, including A/R and Accounts Payable staff.
- Establish clear performance standards, conduct evaluations, and support professional development.
- Foster a culture of integrity, accountability, service excellence, and continuous improvement.
- Liaise with Club members on billing, accounting, and finance matters as needed.
- Respond to member inquiries in a timely, professional manner to support a high-quality member experience.

## **CANDIDATE QUALIFICATIONS**

- 5–7+ yrs. of progressive accounting, finance/financial analysis exp., including at least 2+ years at the Controller, Head of Finance, or equivalent leadership level; private club or luxury hospitality experience preferred.
- Comprehensive knowledge of GAAP, financial reporting and disclosures, operational and capital budgeting, forecasting, cash management, internal controls, and audit coordination.
- Exp. managing not-for-profit financial reporting (501(c)(7) entities; familiarity with 501(c)(3) accounting a plus.)
- Familiarity with employee benefits administration, including 401(k) and defined benefit retirement plans, and related federal and state employment and tax regulations.

- Advanced proficiency in MS Excel and MS Office, with substantial experience using financial reporting software, ERP, and leveraging technology to streamline finance and accounting processes, improve reporting effectiveness, and support data-driven decision-making.
- Demonstrated success leading small finance teams and partnering cross-functionally with operational leaders.
- Executive presence w/strong presentation skills; can clearly convey financial information to diverse audiences.
- Problem-solving and critical-thinking abilities, exercising sound judgment based on accurate and timely analysis.
- Ability to synthesize input from individuals across varied functions and experience levels to produce well-informed forecasts and recommendations.
- Service-oriented leader with hospitality DNA, positive attitude, and collaborative, team-focused approach.

#### **EDUCATIONAL AND CERTIFICATION QUALIFICATIONS**

- Bachelor's degree in accounting, finance, or related field required
- CPA license is preferred. M.B.A. or advanced degree preferred. CHAE designation a plus.

#### **EMPLOYMENT ELIGIBILITY VERIFICATION**

In compliance with federal law, all individuals hired will be required to verify their identity and eligibility to work in the United States and complete the required employment eligibility verification form at the time of 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. Salary Range: \$165,000 - \$190,000 + bonus

#### **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 attach when prompted during the online application process. Please ensure your image is not included on your resume or cover letter; it should be used on your LinkedIn Profile.

Prepare a thoughtful cover letter addressed to the **American Yacht Club General Manager, Jeffrey Martocci/Search Committee**. Clearly state your alignment with this role, why you want to be considered for this position at this stage of your career, and why AYC and the Rye, NY area will benefit you, your family, your career, and the Club if selected.

**You must apply for this role as soon as possible, but no later than March 2<sup>nd</sup> of 2026. Candidate selections will occur early March, with the first Interviews expected in late March and the second interviews a short time later. The successful candidate should assume his/her role in early May.**

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

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – American YC”

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

**Note:** Once you complete the application process for this search, you will not be able to add any additional documents.

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

If you have any questions, please email Bethany Taylor: [bethany@kkandw.com](mailto:bethany@kkandw.com)

#### **Search Executive:**

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