

KOPPLIN KUEBLER & WALLACE

THE MOST TRUSTED NAME IN EXECUTIVE SEARCH AND CONSULTING

DIRECTOR OF FINANCE PROFILE: PRIVATE CLUB WEST PALM BEACH VICINITY, FLORIDA

DIRECTOR OF FINANCE OPPORTUNITY AT PRIVATE CLUB

A Private Club in the West Palm Beach vicinity seeks an energetic, intellectually curious, and technologically sophisticated Director of Finance. Reporting to the General Manager and working closely with the Board of Directors, this individual will lead all accounting and finance functions across a complex, multifaceted operation while modernizing systems, sharpening analysis, and moving the organization from a reactive posture to a proactive one. This is a career opportunity at a club where people stay and grow, well-suited to a financial leader seeking a long-term home rather than a next step.

DIRECTOR OF FINANCE OVERVIEW

The Director of Finance will combine rigorous financial discipline with genuine operational curiosity. This individual serves as the financially strategic arm of the General Manager, turning the Club's priorities into clear financial direction. The position is a hands-on role at a fast-moving organization with many moving parts, including multiple dining venues, real estate and leasing activity, and significant asset management responsibilities. The successful candidate will develop a real understanding of every area of the business rather than overseeing the numbers from a distance.

A central mandate is technology modernization. The Director of Finance will fully leverage and integrate existing platforms, streamline manual processes, and build reporting that produces clear, timely information on demand, while staying current on emerging tools and capabilities, from business intelligence and KPI dashboards to AI, and recommending better or more consolidated systems where they add value.

The General Manager leads from a boots-on-the-ground philosophy, bridging departments, coaching throughout the organization, and stepping in wherever needed. The Director of Finance will share that mindset and bring the same hands-on, collaborative approach.

KEY RESPONSIBILITIES

- Oversee all core accounting and finance functions, including accounts payable and receivable, general ledger, reconciliations, audits, and expense management, ensuring accuracy, accountability, and timeliness.
- Analyze every area of the operation systematically, plan for what things should cost, monitor budgets across all departments, and surface trends and variances before they become problems.
- Serve as a resource and advisor to department heads, supporting them in forecasting, budgeting, and the financial planning of their areas.
- Lead the finance function's technology agenda, advancing integration and automation so reporting is timely, reliable, and available on demand.
- Bring a strong command of food and beverage costing across multiple dining venues.
- Provide financial oversight of major capital projects, manage vendor relationships, and lead contract negotiations.
- Support the financial management of retail and real estate and leasing activities, and develop responsible practices for inventorying and valuing significant historical assets, including art and antiques.
- Deliver timely, accurate reporting and present clearly to the General Manager and Board with strong communication and presentation skills.
- Lead, mentor, and develop a finance team of two, and bring the backbone and preparation to manage the annual audit with confidence.

INITIAL PRIORITIES OF THE NEW DIRECTOR OF FINANCE

This is a rare and unusual opportunity, and the Club is open to a broad range of backgrounds in filling it, including a finance leader from outside the industry who can help drive relevance, technology, and modern analytical practices such as business intelligence and Power BI, provided they bring a strong understanding of and feel for a hospitality environment. In the first months, the new Director of Finance will focus on the following priorities:

- Develop a firsthand understanding of every area of the operation and build the relationships to serve as a true financial partner to the General Manager, Board, and department heads.
- Assess and begin modernizing the Club's financial systems and reporting, integrating platforms, streamlining manual processes, and standing up business intelligence and dashboard reporting that delivers clear, timely information on demand.
- Take hold of capital projects, vendor relationships, and contract negotiations, along with the financial oversight of real estate, leasing, and the Club's significant assets.
- Move budgeting and forecasting from a reactive to a proactive footing and gain command of food and beverage costing across the Club's multiple dining venues.
- Establish strong footing with the finance team and bring the preparation and backbone to lead the annual audit with confidence.

CANDIDATE QUALIFICATIONS

- A demonstrated record of progressive financial leadership, with the seasoned judgment to manage the full scope of the role with confidence.
- Demonstrated experience in modernizing financial systems, with proficiency across current accounting and reporting platforms.
- Hospitality, private club, or other transferable industry experience with strong hospitality DNA; multifaceted operations experience is a distinct advantage.

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- A Bachelor's degree in Accounting, Finance, Economics, or a related field is required, as well as a CPA.
- 3-5 Years of Public Accounting experience preferred.
- An MBA is a plus.

EMPLOYMENT ELIGIBILITY VERIFICATION

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

SALARY AND BENEFITS

The club offers an excellent bonus and benefits package.

INSTRUCTIONS ON HOW TO APPLY

Please upload your resume and cover letter in the order listed using the link below. When prompted for them during the online application process, you should have your documents fully prepared to attach. 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 **Club Search Committee** and clearly articulate why you want to be considered for this position at this stage of your career and why the West Palm Beach, FL vicinity will be beneficial to you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible to be considered for this opportunity.

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

"Last Name, First Name - Resume" &

"Last Name, First Name - Cover Letter - Private Club"

(These documents MUST be in Word or PDF format)

Note: Once you complete the application process for this search, you cannot go back 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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