

# **Position - Beach and Pool Manager**

## **Country Club of Fairfield**

936 Sasco Hill Road, Fairfield, CT 06824

Contact: Timothy Minahan, CCM, CCE, General Manager

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**REPORTS TO:** Eric Bradley, Assistant General Manager  
**INTERACTS WITH:** Beach Committee Chair and Beach Committee  
**SUPERVISES:** All pool, beach, lifeguard, and front counter snack bar  
**COORDINATES WITH:** Grounds Superintendent, Exec. Chef, Clubhouse Manager, Maintenance Mgr., Beachcomber Camp Director, Tennis Pros

**Overall Goal:** To oversee all facets of the Beach and Pool operations with strong emphasis on hiring and training of staff so that the club's membership derives the highest level of satisfaction in a safe environment

### **THE CANDIDATE SHOULD HAVE THE FOLLOWING:**

1. Positive, upbeat attitude, sense of humor and the ability to work effectively with all age groups.
2. Evidence of personnel management skills as it relates to attracting, training, managing and motivating staff.
3. Strong sense of quality in club facilities and member services
4. Good communication skills – in listening and speaking (articulate) so as to be able to communicate with management and membership.
5. Good personal grooming, mild temperament.
6. Experience with pool systems and operations
7. Certified in CPR, First Aid and Life Saving (if not certified – must be before Memorial Day)
8. Evidence of financial and administrative skills especially with personnel policies and labor cost controls.
9. Adept in Word, Excel and e mail software programs.
10. Experience in hospitality and/or F&B work experience is preferred.
11. Good mental and physical health.

### **THE CANDIDATE SHOULD BE:**

1. A doer with high energy and stamina.
2. An enthusiastic person that possesses a high degree of initiative and resourcefulness – a hands on manager.
3. An outgoing person with a pleasant personality
4. A person with a sharp eye for detail and maintains a clean, neat, and orderly facility in both member and staff areas.
5. A person of high professional integrity.
6. A leader, mature and well rounded.
7. A team player.

**Position Open – Spring 2022**

***Club Statement of Mission:***

*The Country Club of Fairfield is a small family club offering its members unique recreational and social opportunities within an informal relaxed setting. The Club serves its membership by providing friendly and attentive service, preserving and maintaining Club facilities and upholding valued Club traditions.*

**Club and Position Information:**

The Country Club of Fairfield has beach front along Long Island Sound next to Southport Harbor. The Beach Pavilion was built in 2010 and is about 20,000 square feet and consists of the men's and ladies changing rooms, large porch and beach snack bar as well as storage and office areas. The Pool was built in 1998 and is an "L" shaped pool with two diving boards, 6 swimming lanes and a shallow end.

The area is open from Memorial Day weekend through Labor Day weekend and one additional weekend after Labor Day. The Beach Manager's normal day off is on Monday and/or Tuesday as workload dictates. The Club will work with the right candidate to develop a schedule that works for the Club and the candidate. Off season responsibilities include attending committee meetings, hiring and training staffing for the season and any other coordination of set-up to ensure the facility is ready when opened. In season the Beach snack bar currently serves lunches seven days per week, two Wednesday dinners, eight Thursday dinners, six Sunday family buffets as well as summer holiday events on Memorial Day, July 4<sup>th</sup> and Labor Day. A season-opening Beach Bash adult evening social event is also planned for each June.

The Club has a swim team for children ages 5 and up who are able to swim in deep water with little or no assistance. Practices are held on Mondays and Wednesdays from 1:00 – 2:00 p.m. beginning late June. Swim meets are held on Tuesdays (away) and Thursdays (home) beginning early July. The Club employs a swim director to coordinate this activity.

There is also a Beachcombers Junior Camp consisting of about 60-70 member's children that runs for 6 weeks. There is a separate committee and Beachcomber Camp Director that organizes and manages this group. The Beach Manager interacts frequently with the Beachcomber Camp and staff.

Position compensation – salaried position May – September.

**Interested Candidates should submit cover letter and resume to:**

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