



## **Tiro A Segno New York City Controller**

**Tiro A Segno** (Tiro) located in New York City seeks a dynamic and accomplished professional to provide strong analytical skills and a visible presence to a long-established Private Club. Tiro is looking for the singular best candidate with an emphasis on strong financial acumen.

Tiro was founded on August 14th, 1888 when twenty-three Italian sportsmen got together in New York City. Many were immigrants and highly regarded professionals. Absent confirming documentation, it appears that all were interested in or actual members of one of the many units of the Societa' di Tiro a Segno Nazionale which were and are in practically every city and town throughout Italy. It appears famous Giuseppe Garibaldi played such an active role in Tiro a Segno in Italy; he may have been the inspiration for (or actually participated) in the formation of the original Tiro a Segno Nazionale Italiano in New York.

The Clubhouse, a combination of three NYC buildings was purchased in 1924 (2 buildings) and the final piece was acquired in 1947. The traditional clubhouse boasts a dining room, bar and lounge, a variety of meeting rooms, a billiards room, and uniquely is home to a rifle range. Tiro has carried on its tradition of skilled marksmanship and members have won innumerable awards at home and abroad.

True to the goals of the Club's founder, Tiro has long held a position of respect and responsibility in the neighborhood where the Club stands. The spirit of generosity has been a major driving force with the Tiro a Segno Foundation, created for the purpose of sharing the Club's good fortune with others. These funds have been put to good use -such as the perpetual Fellowship created in the name of Tiro at New York University in Italian-American studies, and donations made to various charities.

Tiro has remained, first and foremost, a club for its members. Members today, as in 1888, enjoy a "home away from home" attitude, a long tenured staff and a unique experience like no other.

The Club's Controller must possess strong analytical skills in order to provide the Officers and Management the information necessary to operate a first-class operation. A depth of knowledge in Information Technology (IT) is necessary to make sure the Club utilizes technology while maintaining the traditions of Tiro. The Controller must possess organizational and time management skills. Finally, the position requires excellent interpersonal skills to deal with the membership and staff of the Club.

A P R O F E S S I O N A L C O N S U L T A N C Y

Candidates must show strengths in the following areas:

- Developing policies to control and coordinate all accounting functions.
- Establish and management of the budget process.
- Coordination of all tax, regulatory and governmental filings.
- Preparation of all member statements, financial statements, forecasts and analyses.
- Evaluation of operating results with regard to costs, revenues, and budgets.
- Managing the Human Resource functions of the Club to include hiring, benefits, staffing levels and training.
- In depth understanding of IT and its role at the Club.
- The ability to work “hands on” with the staff, and to mentor, train and lead.
- Interaction with the membership is both expected and strongly encouraged.
- Outstanding communication skills are required as is a strong moral character.

Duties include but are not limited to:

- Directs all financial operations of the club.
- Formulates, receives and recommends policy proposals for approval relating to accounting and auditing, the budget, revenue and cost control procedures, preparation and payment of payrolls, tax matters, compilation of statistics and office methods and procedures.
- Monitors to assure procedures for purchasing, inventory, receiving and storeroom controls are in place and used.
- Prepares the monthly trial balance, financial statements with required schedules.
- Responsible for the compiling and distribution of the monthly member statements.
- Prepares budgets and financial forecasts in coordination with the various committees, departments and General Manager.
- Analyzes financial information, monitors budgeted versus actual expenditures and advises management about variances and their potential causes; recommends corrective actions to help assure that budget goals are met.
- Manages and conducts internal auditing programs to help assure that records are accurately maintained and that established policies and practices are satisfactorily and consistently followed
- Safeguards all funds, Manages cash flow.
- Prepares applicable federal, state and local tax returns.
- Verifies insurance records for club property are properly maintained.
- Works with the club’s external auditors to assure that procedures are consistent with club policies and generally accepted accounting standards.
- Negotiates and administers employee benefit programs.
- Reviews and updates employee handbook and personnel related policies.
- Keeps current with changing laws and regulations regarding employees; ensures the club is compliant with same.

Requirements include:

- A minimum of four years as a Controller, Assistant Controller or other senior level financial management position in a private club, restaurant, resort or hotel with revenues in excess of \$3.0 million or comparable experience in a customer service environment.
- An in-depth knowledge of IT trends.
- A career path marked with stability and progression of title and responsibility while showing ongoing professional development.
- A career path marked with verifiable accomplishment as a team builder and leader.
- Impeccable and verifiable references; all candidates will be subject to a comprehensive background review.

Tiro will offer an attractive and competitive compensation and benefits package to include:

- A base salary and bonus potential.
- Professional dues and education expenses with emphasis on continuing education.
- Employee benefits to include health, dental, disability, and life insurance.

Please address resumes to

**Charles D. Dorn, CCM**  
**Managing Director**  
**The Dorn Group, Ltd.**  
**472 Grace Church Street**  
**Rye, New York 10580**  
[charles@thedorngroup.com](mailto:charles@thedorngroup.com)

**Please indicate TIRO in the subject line.**

**NO PHONE CALLS PLEASE**