

Chief Financial Officer (CFO)
Palma Ceia Golf & Country Club
Tampa, FL



www.pcgcc.org

The Organization

Founded in 1916, Palma Ceia Golf and Country Club is Tampa's premier private club and the city's oldest. For more than a century, it has been recognized for its rich tradition, exceptional facilities and central role in the South Tampa community. Generations of members have enjoyed its welcoming atmosphere, where history, camaraderie and excellence come together.

The golf course has been graced by legends including Arnold Palmer, Jack Nicklaus, Walter Hagen and Babe Zaharias. Since 1956, Palma Ceia has proudly hosted the Gasparilla Invitational, one of the nation's most prestigious amateur tournaments, reinforcing its reputation as a club where tradition and competitive spirit thrive.

Beyond golf, members enjoy a wide range of recreational amenities, including a fitness center, Junior Olympic-sized swimming pool, six Har Tru tennis courts and multiple dining venues. A year-round social calendar makes Palma Ceia a home away from home, balancing sport, leisure and community.

At the heart of the Club is its elegant clubhouse, a hub for member gatherings and social events. With refined dining, casual lounges, and versatile event spaces, the clubhouse embodies the hospitality and tradition that have defined Palma Ceia for more than a century.

VISION STATEMENT

Palma Ceia Golf & Country Club will provide the finest golf and country club experiences to our members and their families while respecting and maintaining the rich traditions and history of the club.

PALMA CEIA GOLF & CC DETAILS:

- Gross Dollar Volume: \$21M
- Dues Volume: \$10M
- F&B Volume: \$6M
- Board Members: 17
- Committees: 12

- Direct Reports for CFO: 6
- Full-Time Staff: 168
- Number of Employees in Season: 225
- Rounds of Golf: 40,000

Position Overview

The Chief Financial Officer (CFO) is the foundation of The Palma Ceia Golf & CC's policies and financial health. It is the position that is relied upon by all parties including the General Manager, the Management team, and the Board of Directors to ensure the Club has the proper controls, administrative and reporting procedures, and people systems in place to effectively grow the organization and to ensure the financial strength and operation efficiency. The Chief Financial Officer reports directly to the General Manager.

Maintaining accurate records is the basis of this position's product; however, timely and thoughtful analysis of financial results is key to making the proper impact on both short-term and long-term strategic decision-making. The successful CFO will be an energetic, forward-thinking and creative individual with high ethical standards and an appropriate professional image. The CFO is discreet and behaves with a high degree of professionalism, with a thorough understanding of finance, accounting, budgeting and cost control principles, including generally accepted accounting principles is essential.

Under the general guidance and direction of the General Manager and within the limits of the Palma Ceia Golf & CC's policies and procedures, the CFO develops the strategic direction of the Finance Department and manages all financial aspects of the Club to maximize business potential and growth. The CFO will optimize traditional finance planning and analysis, auditing, compliance, treasury, financial reporting, and CFO functions. The CFO will also develop transformative and automated processes/systems that have a positive impact on the business. This leader will identify inefficiencies within the business and promote effective cost management initiatives, streamline the procurement process, harness analytic insights, and build performance metrics and reporting for department heads.

Responsibilities

- Directs the financial operations of the Club. Maintains all accounting records and is responsible for the development, analysis and interpretation of financial and accounting information.
- Evaluates operating results in terms of costs, budgets, policies of operation, trends and increased profit possibilities.
- Prepares monthly trial balance and resulting financial statements for the Club, along with required supporting schedules and other data necessary for financial reports and records.
- Formulates, receives and recommends policy proposals for approval relating to accounting, auditing, budget and cost control.
- Preparation and payment of the payroll for the executive management team's monthly payroll, and supervising the preparation and payment of other staff payroll.
- Works on tax matters, a compilation of statistics and office methods and procedures when approved.
- Manages and conducts internal auditing programs to ensure that records are accurately maintained and that established policies and practices are satisfactorily and consistently followed.

- Prepares budgets and financial forecasts in coordination with the various committees, departments, and the General Manager. Analyzes financial information, monitors budgeted versus actual expenditures, and advises management about variances and their potential causes.
- Works with the Club's external auditors to ensure that procedures are consistent with Club policies.
- Develops the overall staffing plan for all areas of responsibility and facilitates the recruiting, interviewing and hiring to recruit qualified and experienced staff. Manages new employee orientation for the Accounting Department. Supervises the staffing, scheduling, training and professional development of department managers.
- Directs, participates in and verifies the taking of various inventories for food, beverages, supplies, equipment, furnishings, etc. Monitors to ensure that procedures for effective receiving and storeroom control are in place and consistently used.
- Verifies that all insurance records for Club property are maintained. Manages claims with the third-party broker.
- Informs and advises other department heads regarding the financial aspects of their areas.
- Follows all standards required by all applicable federal, state and/or other laws and regulations. Prepares and supervises the preparation of applicable federal, state and local tax returns.
- Prepares accounting reports as necessary and appropriate for dissemination to the Board of Directors, Finance Committee, Executive Committee and other Club committees.

Attributes

- An outgoing and friendly personality with a high potential to identify with and embrace the Club's unique culture.
- Highly energetic; a self-starter with a "hands-on" approach to management.
- A strong sense of service with proven staff development and training skills.
- Ability to establish and maintain effective working relationships with all staff. Teamwork is the foundation of the Club's success.
- Resolves common problems and challenges regularly with high judgment.
- Determines the best method to achieve goals and maintains the flexibility to ensure effective delivery of work. Continuously delivers high-quality results and is resilient in the face of obstacles.
- Fosters a collaborative team spirit. Actively helps and supports others. Deals with conflict in a positive manner.
- Understands all the key departments and functions and how they work collectively to achieve larger goals. Provides advice, information and direction to others to support the achievement of team and/or department goals. Recommends optimal approaches to address critical issues in the immediate and medium-term.
- An intelligent and articulate individual who can relate to people at all levels of an organization and possesses excellent written and oral communication skills. Must be able to communicate policies, procedures, regulations, reports, etc., to staff, members and guests.
- Remain open to others' ideas and exhibit a willingness to try new things.
- Ability to envision the Club's future and continually come up with ways to improve the entire member experience.
- Possesses a good sense of humor and the ability to have fun.

Requirements

- A Bachelor's Degree in Finance or a related field and experience that provides the required finance, knowledge, skills and abilities. A CPA would be viewed as a plus, but not required.
- Seven to ten years of minimum experience as a CFO, Director of Finance, Controller or similar position at a club or within a similar hospitality environment, resort or hotel.
- 7+ years of accounting experience in balance sheet reconciliation, accruals, G/L accounts, journal entries, variance analysis, preparing monthly financial reports, budgeting, bank reconciliations, preparing tax returns, annual audit preparation, forecasting, payroll, AR/AP, cash flow, policy and process development.
- Solid knowledge of GAAP and regulations.
- A career path marked with stability and professional achievement.
- A person of exceptional character - motivated, energetic, friendly and dedicated to the profession. A friendly and outgoing personality with strong communication skills and high visibility.
- The professional will be a lifelong learner, continuing research and understanding industry trends. Excellent verbal and written skills.
- Effective coaching/supervision/training of staff.
- The ability to operate a computer to enter, retrieve, or modify data utilizing Microsoft Word, Excel, Outlook, PowerPoint, email, internet and other software programs at a high level of proficiency. Strong working knowledge of Microsoft suite.
- Impeccable and verifiable references. All candidates will be subject to a thorough background check and drug test.

Competitive Compensation

- Competitive compensation/salary and an excellent performance bonus and a benefits package commensurate with qualifications and experience
- Employer-paid medical insurance for you and your eligible dependents
- Short- and Long-Term Disability Insurance, Life Insurance
- Paid Vacation
- Participation in the Club's 401(k) plan
- Professional dues, educational allowance expenses and other standard perks
- Relocation assistance (if from outside the area)

To be Considered

To be considered for this outstanding opportunity, all cover letters and resumes should be received by October 1, 2025. All information received will be kept in the strictest confidence.

Professionals who meet or exceed the established criteria are encouraged to send a compelling cover letter addressed to Mr. Robert Ley, General Manager, outlining their qualifications, experience, interests and why the Palma Ceia Golf & CC and the Tampa area of Florida will be beneficial for you, your family, and your career, along with their resume, to:



Manny Gugliuzza, CCM, CCE
Principal



mannyg@gsiexecutivesearch.com



732-618-8665



Thomas J. Noyes, CCM, CCE
Principal



tnoyes@gsiexecutivesearch.com



941-525-3211

