

Candidate Profile

Director of Sports and Recreation
The Club at Olde Stone
Bowling Green, Kentucky
www.olde-stone.com



Organization Overview

In October of 2000, Owner and Developer Jim Scott set out to build a private golf community with a championship golf course to rival the best in the country. He hired famed golf course architect Arthur Hills to design the very best golf course in the State of Kentucky and immediate region -- one that would be recognized as the ultimate test for the very best golfers. From that point forward, everything Olde Stone has done has been centered on delivering that goal. In 2006, The Club at Olde Stone opened to rave reviews, many comparing or even besting other hallmark venues such as Valhalla in Louisville and The Honors Club in Chattanooga. "This is a wonderful inland site for a golf course...one of the absolute best that we've worked on," said Designer Arthur Hills. Upon completion of The Club at Olde Stone, Mr. Hills remarked that it was "truly a world class facility." The 7,372-yard course continues to be lauded by many as the best in Kentucky and has seen such events as the Junior Ryder Cup, the 112th Southern Amateur Championship, NCAA Regional qualifier and the 2022 US Girls' Junior Championship. The course is proving itself as an ideal venue to test the very best golfers in the world.

Surrounded by an expanse of lush green rolling fairways, outdoor terraces and flowering gardens, the Golf House and neighborhoods in Olde Stone are connected by a series of sidewalks that meander along Drakes Creek and through parks and green space. Olde Stone is made for families who love the outdoors. Neighborhood gardens and many wide-open spaces are all designed to lure neighbors out of their homes and into the community.

In addition to the world class golf course, The Club at Olde Stone offers superb recreational and entertainment facilities for the whole family that include four Har-Tru tennis courts, pickleball courts, basketball courts, a large resort-style swimming pool, and a complete Fitness Center. Olde Stone golfers also enjoy a golf simulator room and a state-of-the-art indoor learning center, offering heated tee space and swing analysis technology.

The Club at Olde Stone features a recently renovated clubhouse, inviting and warm. It is a place to relax and meet up with friends, old and new. The Club at Olde Stone offers southern grace, classic elegance, celebrated cuisine, and impeccable service, all in an extraordinary setting. In addition to the casual and formal clubhouse dining areas, Scotty's Bar and The Vue Restaurant, the Skye Bar patio offers beautiful course views. The Club is also an ideal setting for hosting meetings and is a stunning wedding venue.

The Lodge at Olde Stone offers 12 lodge style suites available for rent. Visitors renting the suites at Olde Stone will have complete access to this nationally recognized golf course and dining facility.

The Club at Olde Stone:

- Annual Revenue: \$8.3M
- Food and Beverage Revenue: \$1.9M
- Number of Members: 405 Golf Members, 187 Social Members, 52: Average Member Age
- \$50,000 Initiation Fee

- Employees: 100 Seasonally, 60 Off-season

Position Overview

Reports to: General Manager

Department: Racquets, Fitness, Aquatics

Status: Full-Time, Exempt

Supervises: Manages up to three subordinate staff professionals including an Assistant Racquets Pro, Fitness Trainer, and seasonal Pool Supervisor.

The Director of Sports and Recreation is responsible for the Club's racquet operations including tennis and pickleball events, socials, tournaments, teams, camps, lessons, and clinics, as well as all Fitness and Aquatics and all related programming and staff. The position is a full-time, year-round position and requires the candidate to be the highly visible leader of the department. The successful candidate will have a personable presence and superior communication skills with members, guests, and staff. They should have a technical skill level that brings credibility as the top athletics professional. They must be a person who engages members, guests, and the community in a way that drives enthusiasm and usage for sports and wellness programming at the Club. The working environment is one of a united team, respect, and professionalism, and the Club prides itself on the positive relationship it keeps with its staff.

The successful candidate must have a proven track record of operational success including both operational and financial achievements. They should have experience in managing multiple athletics and fitness programs and the ability to drive usage and revenue while maintaining high service levels and customer satisfaction.

Operational success should include increased participation rates and new program development, professional and friendly staff culture, consistent quality and care, and the continuous pursuit of excellence.

The Director of Sports and Recreation is responsible for all the communications and promotions for the racquets, fitness, and aquatics programs. The position reports to the General Manager of the club and works closely with other senior management.

The ideal candidate will understand the importance of the membership and guests by anticipating their desires and needs in a courteous and prompt, timely manner. They will be prepared to guide members and guests, represent their ideas, assist them in achieving their goals, and provide a positive environment.

Responsibilities and Essential Functions

- Responsible for the annual budget process, monthly financial performance, and weekly payroll management. The tennis, fitness, and aquatics budget is approximately \$225k.
- Uphold the rules and regulations governing use of facilities, equipment, dress code. and sportsmanship.
- Manage all sports and recreation day-to-day operations within budgeted guidelines and to the highest standards.
- Work with the GM to determine the following season's operational and capital budget for the department.
- Attend senior staff meetings and actively participate in strategic planning and organizational sessions with other senior staff. Attend Sports and Recreation Committee and some sub-committee meetings. Responsible for drafting the committee agendas in coordination with the GM/COO and the committee chair.
- Provide and facilitate private and group lessons in tennis and pickleball, as well as fitness instruction, swim lessons and swim competition.
- Create a comprehensive junior program for all levels of tennis and pickleball players. Train all staff in the USTA 10 and Under protocol.
- Teach up to 4-5 weekly complimentary promotional 30-minute lessons for onboarding new members.
- Limit your number of private lessons per week to five hours in non-prime time.
- Be on court teaching a maximum of 20 hours per week in the most visible times and programs.

- Devote time to play with members as a temporary fill-in when needed.
- Oversee department POS operations to ensure accurate member billing and accurate sales/activity reports.
- Create new social and competitive programs in tennis and pickleball to increase member interest and participation. Provide the committee with a wide range of social event options each year to meet member needs and interests.
- Supervise all teaching professionals as well as seasonal interns. Provide annual reviews for all department staff.
- Assure that effective orientation and training are given to each new employee and develop ongoing training programs.
- Work with HR to maintain updated job descriptions for all positions under his/her supervision and assure that all HR policies are followed.
- Provide constant communication with the GM and department heads to integrate all departments within The Club at Olde Stone. Provide clear communication also to members regarding department news, schedules, and information regarding programs and events.
- Be responsible for daily inspection of the facilities prior to member and guest usage with coordination of any maintenance issues with the Facility Manager.
- Responsible for the management of the racquet sports, fitness, and aquatics revenue streams including pro shop sales, guest fee collection, lesson revenues and pickleball fees.
- Be visible to membership and guests in all department areas of the Club operation.
- Assess all internal programming and be aware of industry trends and successful programs at surrounding clubs and nationwide resorts.
- Spearhead member retention and growth campaigns, including regular follow-up with all new members after enrollment.
- Comply with all health and safety regulations.
- Provide The Club at Olde Stone's golf pro shop with the tennis and pickle gear and tend to the equipment needs of members. The DSOR will ensure that there is a reliable stringing service for the membership.
- Represent the Club in the local community, including communications with local professionals, local organizations, and participate in charity events when appropriate, driving interest and new business to Olde Stone.
- Respond to membership concerns and feedback promptly and have the ability to improve programming based on group feedback.
- Perform other assignments and duties as requested by the General Manager and the Sports and Recreation Committee.

Requirements

- A minimum of four years prior experience as an Athletic Director or Head Professional preferably at an upscale private club, resort, or university with diverse programs and exposure to racquets and fitness management.
- Work experience must be progressive with verifiable areas of responsibility and accomplishments.
- Bachelor of Arts in sports management, business, or other related fields preferred.
- Experience with sports coaching and comprehensive knowledge of fitness and racquets facilities and programs.
- Experience in budget development, forecasting, and budget management.
- Be knowledgeable with and familiar with all computer programs related to the operation.
- Must be proficient in Microsoft Office programs including Word, Excel, and PowerPoint.
- Be personable and quick to establish rapport with the members through visible and outgoing outreach.
- Excellent verbal and written communication skills.
- Experience in hiring and training staff to achieve a high level of teaching ability and service standards, and willingness to work in an operation dedicated to a high level of member and guest satisfaction.

- Proven experience, success and results in building and maintaining strong athletic programs.
- The ability to work with advisory committees.
- Strong passion and enthusiasm for racquet sports and fitness.
- A resume with progressively more responsible position and stable tenures.
- USPTA or PTR certification and equivalent for pickleball preferred.
- High ethical standards and history. Final candidates will be subject to a full background check.

Competitive Compensation and Benefits

- A competitive base salary and an incentive compensation program.
- Individual and family health insurance including medical, dental, vision.
- Participation in the Club's 401(k) plan.
- Professional association dues and education allowance.
- Relocation assistance.

Professionals who meet or exceed the established criteria are encouraged to send a resume and cover letter to GSI Executive Search:

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and

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