



CLEAR CREEK
TAHOE

GENERAL MANAGER PROFILE: CLEAR CREEK, TAHOE

Clear Creek Tahoe is a four-season private Community and Club in the Lake Tahoe area. The 2,136-acre Community and Club sits on a saddle between the eastern face of the Sierra mountains with a remarkably dramatic rock outcropping that towers up to 6,500 feet. The land lies naturally in its mountainous setting, majestic with its views and towering pines. Clear Creek Tahoe is located in the center of the fictional “Ponderosa” of Bonanza fame and has been utilized for over 150 years by various cattle operations. The property historically held timber flumes that carried logs from Spooner Summit to the mines of western Nevada. The timber operation was that of D.L. Bliss, a prominent and enterprising entrepreneur around the lake.

Today the Community and the Club are conveniently located 20 minutes from both *Incline Village* and the *Ski Slopes of Heavenly*. Once part of the historic Clear Creek Ranch, the property has had a connection to Lake Tahoe, Carson City and Virginia City since the mid 1800’s.

Clear Creek Tahoe is expansive and pristine. To ensure that it stays this way forever the Developer has placed 853 acres into a permanent conservation easement with a nature conservancy for private hiking and outdoor amenity use. Clear Creek Tahoe is a private Community and Club since inception and offers the best in Sierra Mountain living, featuring an exclusive, one-of-a-kind private club membership with distinctive amenities and outdoor adventures.

Clear Creek Tahoe is an incomparable collection of multi distinct venues – the Nationally acclaimed Coore & Crenshaw Championship Golf Course ranked #1 in Nevada and #24 in the US, Twin Pines Lake and Ski House providing summer beach Club enjoyment on Lake Tahoe, and concierge service for Ski-in and Ski-out access four blocks away from the *Ski lifts at Heavenly*, The Twin Pines Lake and Ski House is designed and styled by Julia Morgan, famed California Architect. The Club also features overnight guest cottages, and the new Summit Camp Family Campus, complete with swimming pools, sports courts, bocce ball, tennis and dining.

Clear Creek, Tahoe – <https://clearcreektahoe.com/>

Potential General Manager candidates must possess and be able to exhibit a charismatic coach training “heart of a teacher” leadership style. Candidates must be willing and able to train, develop best practices, and set standards, and implement on a day to day basis, in each business segment. The General Manager will be the key leader known to the club employees

and the membership as the “go to person for the Club.” The General Manager must be visible and present in all Club operations on a regular basis. The General Manager must demonstrate an open-door approachable demeanor that leads and guides all Club leadership in an equal and proactive manner. The General Manager must be structured and organized to implement defined goals and initiatives that will achieve the brand and vision of being an unparalleled Club and Community.

CLEAR CREEK CLUB BY THE NUMBERS:

- Annual Revenue - \$5,600,000
- Food and Beverage Revenues - \$465,000
- Number of Employees – approximately 25 full time + 75 seasonal employees, depending on seasonal timing
- Golf Rounds annually – 5,000 rounds
- Number of golf holes – 18 holes
- Number of dining restaurants and seats: 4 current venues / 20-50+ seats per venue
- Number of lots sold or homes built in the Community to date: 120 to date / 391 upon completion
- Number of members to date: 202 to date, 400+ at development completion
- Annual Dues - \$6,240 per social member, \$9,120 per golf member
- Initiation Fee - \$40,000 included in the lot price required as part of property purchase price, mandatory social membership with property. Upgrade to golf for lot owners is \$10,000. Current non-resident golf membership initiation fee is \$50,000.
- Membership – Private, Non-Equity
- Lot price ranges – Homesites: \$360k - \$1.85m+
- Home price ranges - \$2.1m – \$4.5m+

POSITION OVERVIEW AND JOB DESCRIPTION:

The General Manager has clear ownership over the day-to-day operations of the Clear Creek Tahoe– its club operations and HOA, while focused on the achievement and maintenance of a strategic business plan for these divisions. Specific emphasis on consistently enhancing an extraordinary lifestyle experience for the Clear Creek Tahoe members and their guests is primary to this role. The General Manager is responsible for managing the entire inventory of key assets (physical and staff) including golf, fitness, activities, tennis, food and beverage front of house operations, member events, maintenance, housekeeping, membership, member services, security, HOA, and future Club amenities to assure consistently meeting defined expectations of service execution and delivery. The General Manager must be a strong motivator, with strong leadership ethics with a visible proactive presence with a *first in - last out* leadership style.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Act as the clear leader in ensuring the Clear Creek Tahoe’s brand as the premier, residential private club in the Sierra / Tahoe mountain market (and beyond).
- Oversee the execution of all necessary and relevant enhancements to procedures and operational strategies.

- Work directly with the development and construction teams as the “agent” for upcoming amenities when advised.
- Responsible for all future Club amenity openings, organized and ready for exemplary Club member service.
- Act as the “face” of Clear Creek Tahoe Club, to members, staff and external constituencies, and ensure that the best interest of the membership is maintained and enhanced through leadership.
- Attend and lead as required the Club’s Advisory Board meetings and maintain communication consistently with the Board.
- Provide a positive, upbeat image for the Club by ensuring that members enjoy high touch service, a quality product and an exciting calendar of events.
- Continually keep the Club fresh, current and innovative with programming, events, menus / culinary, service and Club traditions.
- Continually increase member engagement, member participation, food and beverage and retail sales.
- Establish a partnership with the real estate sales-marketing teams and assure that the Club is promoted, and all aspects of the Club are showcased during the sales process.
- Assure that all Club staff understands the importance of the sales-marketing process and the courtship with prospective buyers.
- Assure that properly implemented departmental benchmarks and reports are in place.
- Ensure that compliance is constantly maintained with club operating standards, policies and procedures.
- Have a clear understanding of the Club membership documents and assure that compliance is enforced. Liaison with the Clear Creek Tahoe, Owners and senior executives regarding changes and enforcement issues.
- Establish and maintain communication and supervision with the Clear Creek Tahoe Homeowners’ Association’s departmental leaders.
- Establish with Club Directors annual operating and capital budgets to guide the financial performance of the Club.
- As required, establish budgets for all upcoming projects, locations and amenities related to the Club.
- Ensure implementation and execution of the Club’s annual plan(s), operating and capital budgets and departmental work plans.
- Establish monthly review of departmental operating performance, ongoing departmental benchmarks, and other indicators of operating performance.
- Overview the functionality and accuracy of point of sale systems.
- Monitor and establish accountability for operating performance of all departments.
- As required, reporting to Ownership group.
- Other duties as needed.

EDUCATION, EXPERIENCE AND OTHER QUALIFICATIONS:

- College graduate with a bachelor’s degree in business administration or hospitality management.
- Minimum of 10 years of significant experience and a preference of at least 4-5 years of general management experience in a similar, private, highly regarded premier club.

- Prefer: *Certified Club Manager (CCM)* achievement from the *Club Managers Association (CMAA)*
- Proven record of strong operational management skills and attention to detail.
- A strong and passionate leader with a proven track record of providing high-level services in a multiple facility environment, and with a personality that exemplifies the Clear Creek Tahoe experience.
- A Team Builder who has a history of attracting, developing and retaining a high-performance staff.
- Exceptionally strong communication and facilitation skills, both written and verbal, with the appropriate personal presence, desire and ability to interact effectively with Members, guests, staff and vendors who are part of the success of the Clear Creek Tahoe.
- Integrity, visibility, creativity and energy are of the utmost importance to this membership.
- An intuitive style resulting in a sincere and visible engaged presence with members, Guests and Staff.

SUPERVISORY RESPONSIBILITIES:

- Director of Agronomy/Superintendent
- Director of Club Operations
- Director of Activities/Marketing Coordinator
- Human Resources Manager
- Chief Financial Officer/Controller
- Director of Food and Beverage Director / Club Assistant Manager
- Facilities Manager
- Director of Membership
- HOA Security and supervision over the HOA leadership and teams
- Head Golf Pro
- Head Tennis Pro
- Others as assigned

FINANCIAL RESPONSIBILITIES:

- Club P&L Management
- Approve and finalize departmental budgets to be submitted to the Owners Representatives and CFO for approval
- Manage Club operations to achieve approved budgets
- Oversight of Membership Dues
- Others as assigned

Salary Benefits:

- Very competitive salary range plus bonus. Salary will be commensurate with qualifications and experience.
- The Club will offer continued Club Managers Association of America (CMAA) benefits and continued education.
- The Club will offer an excellent bonus and benefits package, and relocation assistance.

Individuals who meet or exceed the established criteria as detailed in this posting are encouraged to send their cover letter and resume.

Note: Please mark: *Clear Creek, Tahoe* on the outside of your envelope, or subject line if sent by email. If sending by email, please send your cover letter and resume in PDF. Thank you.

Send all documents to:

Scott McNett, Senior Principal, and Robert Jones, CCM, CEC , President

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