

CANDIDATE PROFILE

Clubhouse Manager
The Fort Worth Club
Fort Worth, TX

www.fortworthclub.com



[Watch a short video here.](#)

Organization

Founded in 1885, The Fort Worth Club has been a cornerstone of the city's business, social and cultural life for more than a century. As a nationally recognized Platinum Club of America and Platinum Club of the World, it offers an unparalleled private club experience. The Club's landmark building in downtown Fort Worth provides world-class dining, event spaces, athletic facilities and luxurious accommodations, ensuring its continued status as a premier destination for business, recreation and social engagement.

The Fort Worth Club Details

- Gross Revenue: \$20M
- Food & Beverage Revenue: \$7.3M
- Clubhouse Size: 362,000 sq. ft.
- Total Membership: 2,000
- Initiation Fee: \$2,500
- Full Member Dues: \$480
- A la Carte Dining Venues: 5
- Banquet Capacity: 12 rooms (650 seated, 1,200 reception)
- Fitness Center: 35,000 sq. ft.
- Full-Time Employees: 180
- Operating System: Jonas

Position Overview

The Fort Worth Club seeks a dynamic and experienced Clubhouse Manager to oversee all clubhouse operations, ensuring exceptional service and member satisfaction. Reporting to the Assistant General

Manager (AGM), the Clubhouse Manager will provide leadership and operational oversight for food and beverage service, member dining, banquet operations, catering, The Inn at the Club and front desk operations. This role requires a hands-on leader who fosters a culture of excellence, innovation and continuous improvement.

Responsibilities

- Lead daily operations of The Grille, Library, Davey O'Brien Sports Lounge and Athletic Center Grill.
- Oversee catering event planning and banquet service, ensuring seamless execution.
- Manage The Inn at the Club and front desk operations.
- Drive budgeting, hiring, training and performance management, fostering a high-performing team.
- Develop and implement operational budgets and cost-control measures.
- Establish and maintain standard operating procedures for consistent, high-quality service.
- Maintain a strong and visible presence with members and staff, ensuring proactive engagement.
- Collaborate with Accounting, Culinary, Membership, Marketing, Athletic & Wellness and Building Services teams.
- Develop and execute marketing initiatives to enhance F&B and event participation.
- Ensure compliance with health, safety and liquor regulations.
- Drive staff development through training programs focused on service excellence.
- Work closely with the Executive Chef to align front- and back-of-house operations.
- Monitor payroll and labor costs, aligning with financial goals.
- Support the AGM in leading F&B initiatives and future development projects.

Attributes & Skills

- Passionate, energetic and hands-on leadership style.
- Strong ability to motivate and inspire teams to achieve excellence.
- Highly engaged with members, fostering relationships and responsiveness.
- Strong financial acumen and experience managing budgets.
- Ability to train, mentor and develop staff in a positive work environment.
- Composed and solution-oriented under pressure.
- Professional appearance, demeanor and communication skills.
- Strong organizational and time management abilities.

Qualifications & Experience

- 5-7 years of leadership experience in a private club or hospitality environment.
- Proven track record of operational excellence and team leadership.
- Strong financial and business management experience.
- Exceptional communication and interpersonal skills.
- Bachelor's degree in Hospitality Management, Business Administration or a related field preferred.
- Certified Club Manager (CCM) designation or progress toward certification is a plus.

Competitive Compensation

The Fort Worth Club offers a competitive compensation package, including salary, performance-based incentives and comprehensive benefits.

Individuals who meet or exceed the established criteria as detailed in this position profile and posting are encouraged to send both a cover letter and resume to Tara Osborne at tara@gsiexecutivesearch.com in PDF format, attached via email with the subject line: The Fort Worth Club_Clubhouse Manager.



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GSI Executive Search has been serving the private club industry for thirty years, providing a wide range of executive search and placement services. In addition to GM searches that have been performed recently, GSI consultants have done over 100 GM searches around the US in the last two years.