



North Ridge Country Club

Entity Type: Member Owned Equity

Tax Status: Non-Profit – 501(c)(7)

Membership Total (Equity): 1100 (667)

Club Established: 1967

Total annual Gross revenues: \$14M

Annual Food & Beverage revenues: \$4.2M

% of F&B revenues generated from private events: 21%



Governance:

Board of Directors (Total)	12
Terms (# of Years)	3 years
Committees	Membership, Strategic Planning, Finance, House, Golf, Greens & Grounds, Courts & Wellness, Pool & Youth

Workforce:

Number of Year-Round FT Employees: 140

Number of Seasonal Employees: 55 (130 Peak)

Club Closure Period(s) and Holiday Closures: Closed Christmas Day & Any Tuesday following a Monday Holiday

POS: Cobalt

F&B Outlets:

Name of Room	Capacity	Location	Operating Hours
Mulligans	100 including Porch	Lower Level Clubhouse	Tues-Sun, 7am-9pm
Blue Bird Grill	220 including Terrace	Upper Level Clubhouse	Tues-Sat, 5pm-9pm & Sunday Brunch
19 th Hole	100	Lower Level Clubhouse	Tues-Sun 11am-9pm
Pool Cabana	250	Pool Complex	7 days Seasonal 11am-7pm
Ballroom	450	Upper Level Clubhouse	Event Space
5 Add'l Banquet Spaces	25 – 70	Upper Level Clubhouse	9am-4pm
2 Halfway House	N/A	Golf Course	Dusk to Dawn



Facilities:

Category	Description
Golf	Two 18-hole golf courses. The original course was designed by George Cobb. Later an additional course was added by architect Gene Hamm. Renovations on both courses were completed by John LaFoy, and most recently the Oaks Course was fully renovated by architect Kris Spence; two putting greens, range, chipping green, two bay Learning Center
Racquets	Nine Har-Tru soft courts and two hard courts, Six exclusive pickleball courts
Fitness & Wellness	Strength and cardio machines, fitness classes – facility is currently under construction
Aquatics	Resort-style junior size Olympic pool complete with six lap lanes, three water slides, a diving board and kids splash zone. Pool deck is furnished with cabanas and lounge chairs
Fishing	Mondays on Course Lake with permit



POSITION SUMMARY:

Title: Assistant General Manager

Classification: Exempt

Reports to: General Manager/COO

Direct Reports: Director of Facilities, Director of Food & Beverage, Executive Chef, Clubhouse Managers, Banquet Manager, Youth Activities Director, Pool Manager

Peer Reports: Director of Golf, Director of Agronomy, Membership Director, Director of Racquet Sports

Committee Attendance: House, Courts & Wellness, Pool & Youth, Golf, Greens, Attends Finance, Strategic Planning, and Membership as needed

THE OPPORTUNITY

North Ridge Country Club, located in the heart of Raleigh, North Carolina, is a distinguished private club renowned for its welcoming atmosphere and commitment to excellence. Since its founding in 1967, North Ridge has evolved into one of the premier country clubs in the region, offering members a vibrant social and recreational experience steeped in family values and community spirit. Nestled among picturesque landscapes, the club serves as a gathering place for members who seek more than just a destination for sports—it's a lifestyle, where friendships are forged, and lasting memories are made.

At the heart of North Ridge are two meticulously maintained 18-hole championship golf courses, which challenge and inspire golfers of all skill levels. The courses, set against a backdrop of natural beauty, making North Ridge a golfing haven for enthusiasts. Complementing the golf experience, the club boasts extensive racquet sports facilities, including multiple tennis and pickleball courts, that cater to both casual players and competitive athletes. The club is continuously making major capital improvements with the addition of a golf teaching facility and new locker rooms and indoor/outdoor casual dining. currently undergoing a major fitness and wellness facility construction project to expand and modernize offerings.

The club's resort-style swimming complex, with multiple pools, offers a refreshing escape for families during Raleigh's summer, while a robust variety of youth programs and child care ensure that North Ridge is a place where all generations

feel at home. Dining at North Ridge includes a variety of informal and fine dining options that offer exceptional cuisine and familial service.

North Ridge takes pride in offering more than just world-class facilities. It has fostered a culture of hospitality, where attentive and personalized service is the standard, and members are treated like family. The club's commitment to maintaining its facilities at the highest level, along with its focus on delivering exceptional member service, ensures that North Ridge remains a beloved institution in the Raleigh community. From golf to dining to social events, North Ridge Country Club offers an all-encompassing experience, providing members with year-round activities and opportunities to connect, relax, and enjoy the best of country club living.

THE POSITION

The Assistant General Manager (AGM) is responsible for overseeing all aspects of clubhouse operations and member service, ensuring the highest standards of service, member satisfaction, and operational efficiency. The AGM will work closely with the General Manager and collaborate with department heads to ensure seamless day-to-day operations and will be expected to oversee all Club operations in the absence of the General Manager. As a visible servant-leader, the AGM is integral to the strategic and operational execution of the club's vision, fostering a culture of excellence across all departments. This individual will mentor and guide department heads, ensuring that each team is aligned with North Ridge's standards for service and member experience. The AGM will assist in executing the Club's annual business plan, ensuring financial stability and growth across departments under their purview, while consistently delivering exceptional member experiences.

THE CANDIDATE

The ideal candidate for the AGM position at North Ridge Country Club will be a proven leader who has successfully developed and implemented comprehensive training programs, resulting in significant improvements in service consistency across all departments. These programs will align with the high standards and expectations of the club's membership, reflecting a deep understanding of the club's culture. Under the AGM's leadership, department heads will operate cohesively, fostering a strong culture of staff engagement, professional development, and

accountability. The AGM will be recognized by members as a visible, approachable, and proactive leader who contributes meaningfully to enhancing their overall club experience.

Additionally, the AGM will demonstrate effective management of clubhouse operations, enabling the General Manager to focus on strategic matters, governance, long-term planning, project management, and financial oversight—ensuring the Club’s ongoing success. The ideal candidate will also partner closely with the General Manager to assist with the renovation and reopening of the new Wellness Center, developing and implementing hospitality services that elevate the new facility’s operations.

THE SALARY

This position pays a competitive salary and standard benefits package. The salary is negotiable based on the candidate's qualifications and experience.

THE HIRING PROCESS

If you would like to propose a candidate for consideration, please contact tCC Director of Recruitment, Alison Savona (AlisonS@theclubcouncil.com) or Partner, Kirk Reese (KirkR@theclubcouncil.com).

Interested candidates may apply by visiting our [website](#) or by submitting your information directly to tCC Recruiting Coordinator: Kathleen Donovan (KathleenD@theclubcouncil.com). Should you have any questions regarding submitting your information, please contact Kathleen.

The deadline to apply for this opportunity is November 25, 2024.