

Edgewater Yacht Club  
6700 Memorial Shoreway N.W.  
Cleveland, Ohio 44102  
(216) 281-6470  
[www.edgewateryachtclub.com](http://www.edgewateryachtclub.com)

We are seeking a Full-Time Assistant General Manager who would oversee the Clubhouse, kitchen and chef, housekeeping, Front of House Manager, Yard Service Manager, Facilities Manager and Summer Camp Manager. Will participate in annual budgeting process and have revenue and expense responsibility on a monthly basis for the kitchen, bars, yard and service as well as the summer camp. Will report and work under the General Manager.

**Job Requirements:**

Under-Graduate degree, BS or BA.

At least 5+ years of experience in yacht club, marine industry, country club or related service industry. Must be able to show managerial progress in previous positions.

Supervisory experience is necessary.

Must have good oral and writing skills.

Must have computer skills: Microsoft products, Excel, Word, etc.

Will train you in our system: Clubspot.

Must be willing to occasionally work long hours and some weekends for club events.

Must enjoy working with people and in a team/committee structure.

Must have an outgoing personality.

CPR and AED certification a plus.

Salary: starting at \$85,000/yr. with bonus capability.

Full benefits including Health, Vision and Dental.

Simple IRA with matching 3%.

Email Resume to:

[gm@eycweb.com](mailto:gm@eycweb.com)

## ABOUT US

Edgewater is a respected yacht club in Northeast, Ohio. The club was founded in 1914 and has 655 memberships. The club has a large clubhouse with two Bars and seating for two hundred people, divided into three eating areas. There is a medium-size kitchen with a Chef and Kitchen Manager. There is also an outside grill to serve members with faster service over the weekend. There is a large

seating area on the bulkhead behind the clubhouse. The clubhouse opens Tuesday through Sunday at 11:30 am for lunch and 5:30pm to 10pm for dinner. Late light meals are available from 10pm to midnight at the Bar.

The clubhouse has a full-time housekeeping staff.

The club has a heated pool with a tiki bar, snack shop and wait-service around the pool deck.

There is also a yard service staff of five full time employees and seasonal staff of eight. The yard staff also provides mechanical service to the members as well as marine grade gas and diesel. The yard provides launch and haul-out for the boating community at the club as well as winter storage.

The basin has 380 wet docks and 55 dry docks. There is a 6-week summer day camp for Learn to Sail children ages 8 to 18. The club boat population is 55% sail and 45% power.

The club is private/member owned, not for profit and governed by a Board of Trustees . The club is registered with the State of Ohio. Office staff includes, Marketing Communications Manager, Office Manager, staff accountant and Controller and Receptionist.