

## House Director – Job Description



### **General:**

The House Director is an Executive Director of Rothley Park Golf Club Ltd. Working with the Chairman and other members of the Board of Directors you will provide input into the Strategic Plan for the Club and the achievement of its operational objectives.

You will be expected to attend and play an active role in regular Board and Committee meetings throughout the year.

The role of House Director is to assume responsibility for the delivery of a high level hospitality service to visitors and members, and for maintaining the fabric of the Clubhouse and its surrounds, including the cabin at the 12th, in accordance with the Board's agreed Strategic Plan. As a member of the Board of Directors you should consistently strive to uphold the values of Rothley Park Golf Club.

### **Key Responsibilities:**

- To present and agree the strategy for the development of the Clubhouse and its surrounds, including the cabin at the 12th, with the Board of Directors.
- To determine the annual house budgets with the Finance Director and Chairman.
- To liaise with the General Manager and House Manger over capex purchases
- To chair and to appoint representatives to the House sub-committee, in order to provide good hospitality in support of golf, social activities and other events.
- To update members regularly with progress reports and project schedules, including all targets agreed within the Strategic Business Plan.

### **Experience:**

Candidates for this role must have been a member of Rothley Park Golf Club for at least six years, during which time they will, ideally, have had experience of working on sub committees or working groups. A background knowledge of the catering and hospitality industry would be an advantage.