**Fitness Director**  
Canoe Brook Country Club  
Summit, N.J.

**Job Overview**  
This position is responsible for the overall daily operational function and management of the Fitness Center. These responsibilities include but are not limited to direct personnel management, departmental budget/forecasting, property/asset management and ensures compliance of regulatory matters specific to the Fitness Center. The Fitness Director demonstrates motivational leadership throughout the Fitness Center to maximize member/guest and team satisfaction.

**Essential Functions**
- Responsible for all phases of fitness services, cost control, and personnel
- Collaborates with related departments to communicate services, procedures and specials in a fiscally responsible and professional manner
- Ensure compliance with all state and federal safety regulations as it pertains to the equipment and materials used in the fitness center
- Recruits, supervises and retains fitness associates. Conducts employee performance evaluations and exercises disciplinary action
- Develops technical, operational and safety training for employees to ensure that staff is working within OSHA, company safety, state and federal guidelines for safe working conditions
- Maintains thorough and accurate records and completes all required departmental reporting
- Develops special membership promotions and packages
- Assists in promoting and marketing the fitness center to members/guests

**Qualifications**
- Bachelor’s Degree or equivalent experience
- Three (3) to Four (4) years previous fitness management experience, preferably in a luxury resort
- Experience in supervising and administering fitness operations
- Must have excellent written and verbal communication skills
- Industry certifications a plus= TPI, NASM, CSCS, NSCA etc.
- Resident of the Tri-State area preferred
Since 1901, Canoe Brook Country Club has been a family oriented, private country club situated on 250 acres in Union County, New Jersey. The Club features two renowned Championship 18-hole golf courses, designed by Rees Jones hosting 25,000 rounds annually. Canoe Brook has played host to events such as the U.S. Open Sectional Qualifiers, the U.S. Women’s Amateur Championship, the Met Open, the American Junior Golf Tournament and the British Open International Final Qualifying America to name a few. The Club underwent $25 million in renovations in 2013-2016 that included a significant clubhouse renovation, reconfiguring and reconstruction of the dining areas and kitchen among other clubhouse enhancements. Additionally, a new pool house, snack bar, performance center and employee housing were recently completed.

**CLUB DETAILS AT A GLANCE**

Total Gross Revenues: $15.5 million  
Annual Dues Revenue: $8.6 million  
Initiation Fee: $75,000  
Food & Beverage Revenue: $4.4 million (~40% from private events)  
Employees: ~300 in peak season/ ~150 year-round  
3 year-round dining venues, 5 in-season dining venues  
8,000 sq. ft. ballroom  
Total Number of Memberships: 1,100 Member families/ 3,200 total Members

**Amenities Overview**

- New 69,000 sq. ft. Clubhouse  
- 36 holes, Both Par 72 Courses, Designed by Walter Travis/Robert Trent Jones/Rees Jones  
- 25-meter Swimming Pool and new Zero-Entry Baby Pool  
- New 6,700 sq. ft. Pool House  
- New 6,900 sq. ft. Performance Center  
- Seven Har-Tru Tennis Courts  
- Six Paddle Tennis Courts  
- Tennis & Paddle Pro Shops  
- Women’s and Men’s Locker Rooms  
- Strong Junior Programming in Golf, Racquets & Swimming  
- Adult & Junior Lessons & Clinics Available  
- Large Summer Junior Recreation Programs

Interested professionals possessing the noted qualifications and character must contact Albert Costantini, CCM, CCE (acostantini@canoebrook.com) via email with the promise of utmost confidentiality. Please include a copy of your current resume along with a cover letter detailing salary requirements and how your experiences, professional and personal interests align with position profile and Club’s business objectives. Additionally, please forward collateral information supporting your candidacy which may include programing examples; letters of recommendation; etc… The club’s goal is to complete the process including candidate screening, interviews and final selection by July 31, 2018.