



**CLUB
MANAGERS
ASSOCIATION
OF AMERICA**

TO: CMAA MEMBERS
FROM: CAREER SERVICES DEPARTMENT
RE: CAREER OPPORTUNITIES IN ORLANDO

As part of the CMAA's Career Services offerings at the 90th World Conference on Club Management and Club Business Expo in Orlando, FL, members will be able to take advantage of onsite job posting boards. You may post any position – from general manager to internships – on the job boards located in the highly-trafficked Member Services Pavilion. This service is free of charge.

If you are interested in posting a position for your club, please complete the form on the back of this memo and return it to the National Headquarters by **Monday, January 30, 2017**, or bring it with you to Conference and drop it off at the CMAA Career Services Pavillion.

Another avenue for finding entry-level employees and interns at Conference is through the Career Opportunities and Mentoring Showcase at the San Diego Convention Center on **Thursday, February 9, 2017 from 1:00 p.m.–3:00 p.m.** This job fair and networking forum is designed for club managers and CMAA student members to network and discuss prospective employment. Networking tables will be available for managers and students to conduct interviews. Last year, more than 275 students and 60 clubs from around the world were present to discuss internships, employment opportunities and mentoring.

Registration for clubs is highly encouraged. Sign up online at www.cmaa.org/clubcareers/ShowcaseApplication.aspx.

If you have any questions regarding either of these services, please feel free to contact Karen Woodie, Director, Membership administration, at (703) 739-9500 or karen.woodie@cmma.org.





At-Conference CMAA Career Services Career Opportunities Posting Application

- Position Available Full-Time General Manager/COO Internship:
 Part-Time Manager Summer
 Summer Only Assistant Manager Semester
 Internship Internship (title): _____ Year-round
 Other Other: _____

Club Name _____

Address _____

City/State/ZIP _____ Phone _____

Age of Club _____ Number of Members _____ Gross Dollar Volume \$ _____

Annual Food Sales \$ _____ Annual Beverage Sales \$ _____ Annual Dues Volume \$ _____

Golf Facilities _____ Number of Holes _____

Tennis Facilities _____ Indoor Outdoor Lighted

Swimming Facilities _____ Other Facilities _____

Dining Facilities _____

Short Description of Club/Special Features _____

Club Open _____ Days per Week Club Open _____ Months per Year

Job Description _____

Experience or Background Required _____

Educational Requirements (if any) _____

Date Position Available _____ Salary \$ _____

Benefits _____

Housing Provided (Internships Only) Yes No

Name of Person Placing Advertisement _____

Will a Club Representative Attend Conference? Yes No

If so, Contact Information (i.e., cell phone) _____

Address to Mail Résumés after Conference (if different from above) _____

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