



**CLUB
MANAGERS
ASSOCIATION
OF AMERICA**

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CHIEF EXECUTIVE OFFICER

JAMES B. SINGERLING, CCM, CEC

TO: CMAA MEMBERS
FROM: CAREER SERVICES DEPARTMENT
RE: CAREER OPPORTUNITIES IN SAN DIEGO

As part of CMAA's Career Services Center at the World Conference on Club Management in San Diego, CA, members will be able to take advantage of job posting boards. You may post any position — from general manager to internships — on the job boards at the on-site Career Services Center located within 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 January 15, 2010, or bring it with you to Conference and drop it off at the CMAA Career Services Center.

Another avenue for finding employees and interns at Conference is through the Career Opportunity Showcase at the San Diego Convention Center being held on February 10, 2010, from 12:30 p.m. to 2:30 p.m. This job fair 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 50 clubs and over 350 students from around the world were present to network for internships and first-time employment.

Registration for clubs is not required but is highly encouraged. Entry forms can be found online, in upcoming issues of **Outlook** or by contacting the National Headquarters.

If you have any questions regarding either of these services, please feel free to contact Christian Thom, manager, Career Services, at (703) 739-9500 or christian.thom@cmaa.org.

At-Conference CMAA Career Services Career Opportunities Posting Application

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

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 the 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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