

LEISURE STRATEGIES

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Club Executive Search Steps

Needs Analysis

On site consultation visit to meet with Club Search Committee to understand the Club and its needs. Culture, member profile, governance, organisation and facilities are detailed. Time is spent with management in order to fully understand operations and requirements.

Club Profile and Job Description

These are vital documents in the search process. The Club profile describes the Club, its facilities and goals. The Job description identifies competencies, role, reporting relationships, preferred personal and professional traits of the candidate and expectations of the position.

Candidate Source & Identification

From an extensive database and broad industry network, the best fit and qualified candidates are sought. Each Club is unique and so are quality candidates. Relevant industry advertisements may also be placed as part of the search. Short-listed candidate files are presented to the search committee, including employment reference checks and evaluations. Relevant interviews are scheduled and the candidates given a full pre- interview tour of the Club and Club profile documents.

Candidate Offer

A compensation package is structured and approved by the 'Club Search Committee'. A formal contract of employment is prepared. Leisure Strategies, if requested, may act as a facilitator in the offer process.

Orientation and Follow up

An orientation check list is supplied and periodic calls or visits to the successful candidate are carried out during the first year of the new role.

Should you wish to speak or communicate with **Leisure Strategies** regarding an executive vacancy or if you would like to become part of our confidential professional Club Management database, please contact Paul Grainger:

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