

## CANDIDATE PROFILE

**Director of Facility & Marina Services**  
Naples Sailing and Yacht Club  
Naples, FL

[www.thensyc.com](http://www.thensyc.com)



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### Organization

The Naples Sailing and Yacht Club (NSYC) is located on the northern shore of Naples Bay at marker #40, close to the mouth of the Gordon River. From sailing and boating, to dining and dancing with the finest view in Naples, there is something here for everyone. NSYC is a member-driven Club where events and activities are planned and developed by members, for members. The clubs within the Club are organized in a friendly way that allows members to share their passions, participate, and enjoy friendship by the water.

All members enjoy the most significant social and dining privileges at reciprocal clubs in Florida and throughout the United States. The Naples Sailing and Yacht Club is a member of the Florida Council of Yacht Clubs (FCYC) and the American Register of Yacht Clubs (ARYC). NSYC members may visit reciprocal clubs to enjoy boating and dining amenities.

The Club has 425 members and there is currently a waiting list for memberships. The Club operates with a defined Strategic Plan in place and the plan is reviewed annually. There is a 12-person Board of Directors. Total annual revenue is \$4,799,565. Annual dues revenue from members is \$1,900,935 and annual Food & Beverage sales total \$1,935,234. The Club is open eleven months of the year and is closed in August.

### Position Overview

The Director of Facilities and Marina Services is responsible for the marina's overall operation, management, oversight of facility maintenance, and administration of the marina. This includes ensuring high-quality services to members and transients, maintaining the facilities in excellent condition, and overseeing the marina staff. The Director will work closely with other departments to ensure cohesive operation that enhances the overall experience of the members and transients. This person will report to the General Manager.

## Responsibilities

**Operations Management:** Oversee the marina's day-to-day operations, ensuring all services are delivered with high standards of quality and efficiency.

**Staff Management:** Recruit, train, and manage marina staff, including dock and maintenance personnel, and ensure staff are knowledgeable about marine policies and procedures.

**Customer Service:** Ensure the marina provides exceptional service to members and transients. Address any member or transient complaints or issues promptly and efficiently.

**Facility Maintenance:** Oversee the maintenance and repair of marina facilities, including docks, utilities, buildings, and grounds. Ensure the marina is clean, safe, and welcoming.

**Safety and Compliance:** Ensure compliance with all local, state, and federal regulations related to marina operations. Implement and maintain safety protocols to protect members, transients, and staff.

**Risk Management:** Ensure complete and up-to-date documentation of slip applications, transient dockage, and leases.

**Financial Management:** Work with the Controller and General Manager on the annual marina and building maintenance budget. Identify opportunities for revenue enhancements and cost reductions.

**Marketing and Business Development:** Work with the Director of Membership and Marketing to promote the marina. Enhance the marina's presence and reputation within the boating community.

**Environmental Stewardship:** Maintain the Clean Marina designation with the State of Florida. Promote sustainable practices among members, transients, and staff.

## Requirements

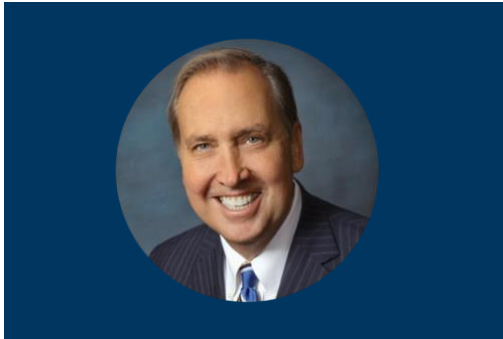
- Significant experience in marina and facilities management.
- Strong leadership and personnel management skills.
- Excellent internal and external customer service skills.
- Comfortable with the role's physical demands, including bending, kneeling, balancing, and carrying equipment up to 25 pounds.
- Strong Microsoft Office Suite skills and the ability to perform word processing and data entry.
- Ability to work flexible hours, including weekends and holidays, as needed.
- Local knowledge of area waterways.
- Valid driver's license and clean driving record.

## Competitive Compensation

- The salary is open and commensurate with qualifications and experience for a position of this level.
- The Club offers an excellent bonus package that includes meals, association dues, and other professional development assistance.

- Health, Dental, and Vision insurance and a Club-matched 401K program.

**Professionals who meet or exceed the established criteria are encouraged to create a focused cover letter, addressed to Mr. Manny Blanco, General Manager, along with a current an up-to-date resume, and send to:**



**Ned Welc**

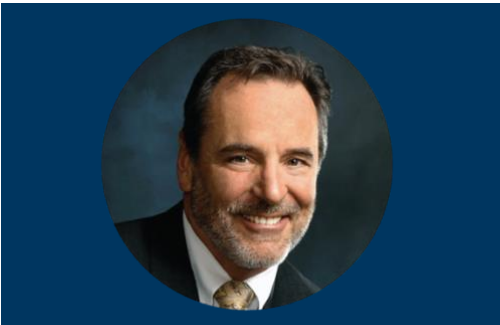
**Principal**



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