

## Definition of Professional Experience for CSCM Members

It is important to understand the term “relevant professional experience” as it relates to club management. Based on the seventh edition of *Job Descriptions for the Private Club Industry* and for the purposes of this change in policy, **relevant professional experience for a club manager can be defined as “substantial private club industry and/or luxury hotel and resort experience with management and/or supervisory experience and progressive professional advancement.”** “Luxury hotel and resort” is defined as properties that cater to the upscale business and leisure traveler. They offer many of the following: amenities, services and activities – 24-hour concierge services, extensive in-room amenities, personalized shopping services, pools/beach, spa and fitness centers, child care facilities, a wide range of gourmet and casual dining options, catering outlets, bar/lounges and social gathering areas, laundry and tailoring services, business centers and/or work stations, health and recreational facilities that could include tennis, golf, skiing, fishing, health and spa services, convention and meeting space for business meetings as well as daily housekeeping. Titles for eligibility for experience credits include:

- Assistant Manager - Hotel
- Banquet & Catering Director
- Banquet Manager
- Chef (Executive, Pastry, Sous)
- Convention & Meeting Manager
- Controller/CFO
- Curling Club (public) Manager
- Entertainment Director
- Entertainment Manager
- Food & Beverage Director
- Food & Beverage Manager
- Front Office Manager
- General Manager – Hotel
- Golf Professional – Head/Director
- Golf Superintendent
- Hotel Operations Director
- Recreation Director/Manager
- Room Reservation Manager
- Room Service Manager
- Ski Resort Manager
- Ski Resort – Head/Director
- Spa & Fitness Manager
- Spa & Fitness Director
- Sommelier
- Tennis Professional – Head/Director
- VIP Services Manager

***All requests for relevant professional experience credits will be reviewed for approval by the CSCM National Certification Committee.***