

Excellence in Club Management® Award

Sponsored by McMahon Group, Inc. and Club & Resort Business Magazine



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Ms. Susanne Wegrzyn
National Club Association

Mr. John Wright, ECM
Norwood Hills Country Club

2010 Rising Star Assistant Club Manager Award Official Nomination Form

The Rising Star Award, sponsored by McMahon Group and *Club and Resort Business* magazine is an annual award that recognizes assistant club managers who have exhibited outstanding skills in assisting their general managers.

To be eligible for the 2010 Rising Star Award, an assistant manager must be nominated by his or her club/general manager. Each nomination must include a completed, Official Nomination Form and a letter of endorsement from the club/general manager. *Information submitted is limited to the 6-page form and the Club/General Manager's letter of support. The last page of this nomination form is available for additional information on any subject pertaining to the nomination.*

Award recipients will be selected based solely on their achievements at the club they currently serve.

All nominees will be notified in writing of their nomination for the award. The winner will be determined by the 2010 Award Selection Committee based upon the nomination material supplied by the proposer. McMahon Group and *Club & Resort Business* magazine are not involved in the judging and selection of the winners.

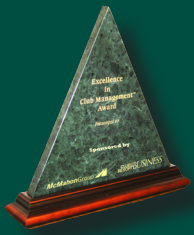
The deadline for nominations is **October 30, 2010**. The winner will be announced in fall of 2010. A representative from McMahon Group and *Club and Resort Business* magazine will travel to the recipient's club to present the award. At the 2011 CMAA show in Orlando, a special reception/dinner will be held in their honor with the Excellence Award recipients. Candidates who are not selected for the award will receive a certificate recognizing their nomination.

Thank you for helping us to recognize The Rising Stars in the Club Management profession.

Very truly yours,

William P. McMahon, Sr., AIA
Chairman, McMahon Group, Inc.

William C. Donahue
Publisher, *Club & Resort Business*



2010 Excellence in Club Management[®] Award Rising Star Official Nomination Form

(please type or print on the form)

Thank you for nominating your club's assistant manager for the Rising Star Award. Please contact Alison McMahon Duffy from McMahan Group if you have any questions about the nomination process.

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Nominee

Nominee's Name: _____

Management Position: _____

Club Employed By: _____

Club's Address: _____

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Nomination Proposer

Please provide the name of the person who is proposing the nomination. The proposer can be either the club's current President, a Past President or a current Board Member.

Name of Nomination Proposer: _____

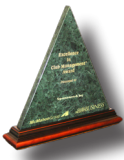
Affiliation with Nominee: _____

Proposer's Address: _____

Proposer's E-mail Address: _____

Proposer's Phone Numbers: _____

Work	Cell
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About the Club

Type of Club: Country Golf City Athletic Beach Tennis Yacht Other: _____

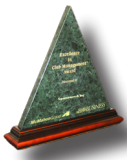
Club's History (when founded, significant events, etc.): _____

Size of Membership by Categories: _____

Management Structure (i.e., General Manager, Clubhouse Manager, etc.): _____

Description of Club Facilities (clubhouse, golf course, recreation facilities, etc.): _____

Food & Beverage Annual Sales and Member Utilization: _____



Nominee Information

Nominee’s education (degrees, certifications, continuing education, CMAA programs, Canadian Society programs, regional manager seminars, BMI sessions, etc.):

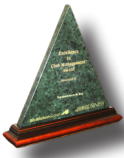
Nominee’s experience at 3 past clubs (job titles and years of service):

1. _____ Past Club (location)	_____ Job Title	_____ Years employed
2. _____ Past Club (location)	_____ Job Title	_____ Years employed
3. _____ Past Club (location)	_____ Job Title	_____ Years employed

Judging Categories

Please provide information on the nominee’s contributions to his or her present club in each of the four (4) categories listed below. ***It is important that you submit detailed information on any programs or services that the nominee is/was in charge of, as these are the sole criteria on which the nominee will be judged.***

Judging Category 1: Dining Program.



Judging Category 2: How Nominee helped to improve other aspects of the club by upgrading existing services or by initiating new programs for the following categories.

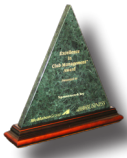
A. Golf/Recreation Programs: _____

B. Entertainment & Social Activities: _____

C. Employee Relations: _____

D. Membership Development: _____

E. Budgeting & Cost Controls: _____



Judging Category 3: Innovative Management Programs Implemented.

A. Customer (Member) Satisfaction Programs: _____

B. Human Resource Programs for Employees: _____

C. Staff Strategic Planning & Team Building: _____

D. Board & Committee Liason to Achieve Club's Goals: _____

E. CMAA Conference Idea Fair Submittals & Similar CMAA Chapter Programs: _____

G. Staff Training Programs: _____

H. Communication Programs: _____
