



Title: Chief Operating Officer

Supervisor: General Manager

FLSA Status: Exempt, Management

Salary: BOE

Job Summary

The COO will report directly to the GM and be a part of the senior leadership team. The COO directs Saddleback Mountain's strategic and long-range goal planning function, oversees the execution of strategic initiatives, and supports the development of corresponding profitability goals.. This position will also organize the strategic planning process into a series of well-defined decision points and ensure we arrive at each of those events well prepared to make informed decisions.

Essentials duties/ Responsibility

- Directs and oversees the organization's strategic planning function
- Oversees the execution of strategic initiatives and develops long-term growth plans and corresponding profitability goals
- Mapping the planning calendar for Saddleback
 - Create and maintain an organizational calendar of key projects – capex process, budget process, seasons pass pricing and launch, staffing, etc., – and ensure we arrive at those key events prepared to make timely and well-informed decisions based on data and analysis
 - Will work closely with senior leadership on identifying the key events and timelines
- Work with our research team to conduct both tactical and strategic market research
- Analyzes emerging industry trends, expansion opportunities, competitive threats, viability of outside business partners, and internal business performance and recommends process improvements and prioritization of business initiatives
- Responsible for overseeing Saddleback Mountain's organizational review of key business metrics, communicating review results, and recommends strategies and measurements based on those results
- Develops and manages against dashboard reporting of operational metrics
- Establishes systems of accountability
- Performs other related duties as assigned

Required Skills / Abilities

- Thorough understanding of business administration, management, and business forecasting strategies and techniques
- Ability to effectively present and communicate at senior levels and across a range of stakeholders
- Problem Solver (*there are no problems, there are only opportunities* kind of person)
- Excellent organizational skills and attention to detail
- Excellent verbal and written communication skills
- Excellent interpersonal and negotiation skills
- Strong analytical and problem-solving skills
- Ability to work independently and as team
- Strong supervisory and leadership skills
- Effective presentation skills
- Proficient with Microsoft Office Suite or related software

- Active Listening Skills
- Adaptability
- Innovative
- Creative

Education and Experience

- Bachelor's degree in Business, or industry-related field required; MBA highly preferred
- Five year's experience, or acting as a consultant on major strategic planning projects preferred
- Ski industry experience is preferred, but not required

Competitive salary includes a robust benefits package: Health insurance, 401k, time off, company perks and discounts including season passes.