

# SUMMER INTERNSHIPS 2022



**UPPER  
MIDWEST  
CHAPTER**

**CLUB MANAGEMENT  
ASSOCIATION OF AMERICA**

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**CLUB  
MANAGEMENT  
ASSOCIATION  
OF AMERICA**

## **Club Management Association of America Overview**

The Club Management Association of America (CMAA) is a professional Association for all levels of management at membership clubs. In CMAA, there are currently 6,500 members, with the membership being many management levels, running more than 2,500 Country Clubs, Golf Clubs, City Clubs, Athletic Clubs, Faculty Clubs, Yacht Clubs, Hunt Clubs, Town and Military Clubs.

## Student Membership and Development

Although CMAA is an organization for current hospitality industry professionals, there are Student Chapters as part of CMAA. These Student Chapters are connected with the professionals in the same area as the Student Chapters are located. The UW-Stout Student CMAA Chapter is very grateful to have two CMAA Chapters teamed up with them: The Upper Midwest Chapter (Minnesota North & South Dakota) and the Wisconsin-Badger Chapter.

CMAA offers many opportunities for students to network with Club managers around the entire world, leading them onto a successful path at the start of their career. When getting involved with CMAA, there are many ways to advance careers with professional development through meetings, events, practical experiences, internships, education and conferences. Joining the UW-Stout CMAA Chapter provides career-based connections and engagement.

The Upper Midwest CMAA Chapter has created this internship booklet to share internship options. This booklet contains internship information at Clubs in the Twin City area.



## UPPER MIDWEST CHAPTER

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CLUB MANAGEMENT  
ASSOCIATION OF AMERICA

### About this Internship Booklet:

A number of Clubs in the Twin City area have designed internship programs for 2022. With different management levels and cultures at each club, every internship program will be different, providing students with an opportunity to get exposed to multiple facets of the Club Management Profession.

To assist students, determine what internship is right for them they are categorized in specific internships based on levels:

1. Level 1
2. Level 2
3. Level 3

### **Level 1: Position of Experience – Basic Internship/Summer Employment**

This is an internship where a student is assigned to a basic club job or staff position but is also oriented to a club's culture and its operation. Examples of this internship would include: receptionist, wait-staff, beverage cart attendant, or activity staffer. These positions are perfect for students who are new to the industry and looking to get a taste of what clubs are about.

### **Level 2: Rotational Internship**

A rotational internship is where a student rotates throughout different departments. The time may vary depending on each club, but the student may spend one week to one month in each department: all clubhouse dining facilities, culinary operations, golf shop operations, accounting, grounds and turf management, and membership marketing and services. These internships introduce new and exciting experiences that also expose students to all areas of the club industry. Students typically know the club very well after these internships, as well as settle on a specific area that they were exposed to in the program. These internships are sometimes held during the second or third summer of a four-year program.

### **Level 3: Managerial/Leadership Internship**

The managerial internship is a leadership position where the student will be responsible for their own staff, meaning they may have to hire, train, and coach their employees. They may have to create or follow budgets and develop schedules for their specific area of management. This could include the operation of a poolside café or operating the snack bar on the golf course. This internship is typically during the final semester of the student's four-year program. Candidates seeking this internship area highly experienced students who are ready for a leadership role and can take full responsibility of an operational area of the club.





## **Edina Country Club**

5100 Wooddale Avenue  
Edina, MN 55424



### **About the Edina Country Club:**

Edina Country Club was founded in 1923 as the centerpiece of Edina's Country Club neighborhood, one of the most sought-after areas in the Twin Cities to live. In the mid 1990's, after more than 70 years as a traditional country club the visionary leadership of the Club's Board transformed Edina Country Club into one of the nation's first family friendly clubs. Edina Country Club boasts a full, young family-oriented membership with an average age of 46.5 and 66% of members having children living at home. In addition to a wonderful golf course (redesigned by Tom Lehman in 2010) Edina Country Club offers a vibrant resort style swimming pool, 6 tennis courts and several different food and beverage outlets.

### **Internships Available:**

Level 2 – Food & Beverage Rotational Internship. There are 3 of these internships available.

### **Accommodations/Benefits:**

Club access, complimentary meals, competitive wages.

### **Contact Information:**

Alex Gabrielson  
Food & Beverage Director  
(952) 252-6107  
[alex.gabrielson@edinacountryclub.org](mailto:alex.gabrielson@edinacountryclub.org)



## **Golden Valley Country Club**

7001 Golden Valley Road  
Golden Valley, MN 55427



### **About the Golden Valley Country Club:**

Founded in 1914, Golden Valley Country Club has been famously renowned for its A.W Tillinghast-designed 18-hole, par 73 world-class golf course, exceptional cuisine, swimming and tennis facilities, and its premier event facility for weddings, social gatherings, and business meetings; voted “Best Country Club” by Twin Cities Business Magazine, “Best of Weddings” by The Knot, and “Best Banquet & Conference Facility in Minnesota” by Minneapolis-St. Paul Magazine.

**Internships Available:** Level 1 -- Events Coordinator Internship

### **Internship Expectations:**

Primarily responsible for coordinating and managing various membership and banquet events and assisting with content development and promotional marketing. It is expected that the intern will be working 30-35 hours a week for 10 weeks varying from morning, midday, and evenings.

### **Accommodations/Benefits:**

Generous hourly compensation including complimentary meals, golf privileges and golf-shop discounts.

### **Contact Information:**

Cece Gray  
Events Manager  
(763) 732-4130  
[CGray@gvgcc.com](mailto:CGray@gvgcc.com)



**GOLDEN VALLEY**  
COUNTRY CLUB

## **North Oaks Golf Club**

54 East Oaks Road  
North Oaks, MN 55127



### **About the North Oaks Golf Club:**

NOGC's mission is to foster lifelong friendships and a sense of community by serving the needs and desires of our membership through exceptional golf, dining, and social activities in a family-focused atmosphere. Our Club is growing and as a team member, you'll get to lead a team that delivers exceptional experiences every day. You'll also enhance the days of our members who consider NOGC their home away from home. We're only as good as our people, so if you have a knack of brightening people's day, you belong here.

### **Internships Available:**

Level 1 – Food & Beverage Intern

### **Internship Expectations:**

A food and beverage intern is a member of the service staff. They provide dining service and assistance to the manager on duty, helping to ensure procedures are followed and standards are met for a successful operation.

### **Accommodations/Benefits:**

We offer competitive wages and award \$50,000 in scholarships to our team.

### **Contact Information:**

Jessica Bailey  
Director of HR & Communications  
651.444.1223  
[jbailey@northoaksgolfclub.com](mailto:jbailey@northoaksgolfclub.com)



## **Olympic Hills Golf Club**

10625 Mount Curve Road  
Eden Prairie, MN 55347



### **About the Olympic Hills Golf Club:**

Olympic Hills Golf Club is a privately-owned country club founded in 1969, located in Eden Prairie, MN. The club offers service to our members year-round with recreation, social and dining services. With a newly remodeled kitchen, restaurant and banquet space our members can enjoy golfing, fine dining and fun events!

### **Internship Available:**

Level 2 – Food & Beverage Rotational Internship

### **Internship Expectations:**

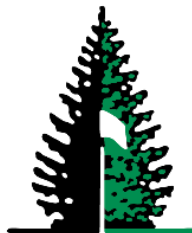
We are looking for a highly motivated, hardworking individual interested in gaining knowledge and experience within the hospitality and golf industry. The Food and Beverage Intern will gain experience in a multitude of areas such as interviewing, training, inventory and management. In this role the individual will work in areas of restaurant management, golf & social events, on-course services and general club operations.

### **Accommodations/Benefits:**

Competitive hourly rate, golf privileges and complimentary meals.

### **Contact Information:**

Hannah Hultman  
Member Food and Beverage Director  
(952) 230-9639  
[Hannah.hultman@olympichills.com](mailto:Hannah.hultman@olympichills.com)



**OLYMPIC HILLS**  
GOLF CLUB



## **Town & Country Club**

300 North Mississippi River Blvd  
St. Paul, MN 55104



### **About the Town & Country Club:**

Town & Country Club is a private club located on the bluffs of the Mississippi River in St. Paul. Member amenities include Golf, Tennis, Pool, Fitness and 5 areas for Member dining. The Club is open to non-members events such as weddings, family celebrations, business meetings and golf tournaments. TCC seeks out the top prospects for employment. Our staff members are employed to continually enhance the traditions of excellence at Town & Country.

### **Internships Available:**

Level 2 - Pool Supervisor Internship

### **Internship Expectations:**

This program will allow students who have already completed prior internships the opportunity familiarize themselves with the demands and responsibilities of a managerial position. The objective of the pool supervisor is to ensure a high quality of food and beverage service at the pool and tennis facilities. Maximize guest satisfaction and profitability in the operation in accordance with set club policies, procedures, and expectations.

### **Accommodations/Benefits:**

Club access, complimentary meals, competitive wages.

### **Contact Information:**

Bridget Eckert, CCM  
Assistant General Manager  
651-646-7121  
[beckert@tcc-club.com](mailto:beckert@tcc-club.com)



**Town & Country Club**  
300 North Mississippi River Blvd  
St. Paul, MN 55104



**About the Town & Country Club:**

Town & Country Club is a private club located on the bluffs of the Mississippi River in St. Paul. Member amenities include Golf, Tennis, Pool, Fitness and 5 areas for Member dining. The Club is open to non-members events such as weddings, family celebrations, business meetings and golf tournaments. TCC seeks out the top prospects for employment. Our staff members are employed to continually enhance the traditions of excellence at Town & Country.

**Internships Available:**

Level 2 - Food & Beverage Intern

**Internship Expectations:**

This program will allow students who have already completed prior internships the opportunity to spend time shadowing the Dining Room Manager and Catering Manager to familiarize themselves with the demands and responsibilities of a managerial position.

**Accommodations/Benefits:**

Club access, complimentary meals, competitive wages.

**Contact Information:**

Bridget Eckert, CCM  
Assistant General Manager  
651-646-7121  
[beckert@tcc-club.com](mailto:beckert@tcc-club.com)



**Town & Country Club**  
300 North Mississippi River Blvd  
St. Paul, MN 55104



**About the Town & Country Club:**

Town & Country Club is a private club located on the bluffs of the Mississippi River in St. Paul. Member amenities include Golf, Tennis, Pool, Fitness and 5 areas for Member dining. The Club is open to non-members events such as weddings, family celebrations, business meetings and golf tournaments. TCC seeks out the top prospects for employment. Our staff members are employed to continually enhance the traditions of excellence at Town & Country.

**Internships Available:**

Level 1 - Food & Beverage Intern

**Internship Expectations:**

Focuses on learning the roles of each front-of-house position in Member Dining including wait assistant, food runner, expeditor, server and bartender. Assists in the daily food & beverage operations in each position to thoroughly learn a la carte and banquet service. Internship progresses to shadowing front-of-house managers to learn the basics of floor management.

**Accommodations/Benefits:**

Club access, complimentary meals, competitive wages.

**Contact Information:**

Bridget Eckert, CCM  
Assistant General Manager  
651-646-7121  
[beckert@tcc-club.com](mailto:beckert@tcc-club.com)



## **Wayzata Country Club**

200 West Wayzata Boulevard  
Wayzata, MN 55391



### **About the Wayzata Country Club:**

Wayzata came to be in the mid-50's and was originally a dairy farm owned by the S.H. Bowman, Sr. family. The Bowmans decided to sell the farm and move into a house on Lake Minnetonka, the farm and land was later turned into the Wayzata Country Club. Wayzata offers a vast array of amenities stemming from one of the top 18-Hole golf courses in the state, plus a Par-3 course and driving range across the street. We also have a full outdoor swimming pool equipped with high-dive, concessions and full patio/bar where members can also order food from. There is also tennis/paddle/pickleball courts and even Trap & Skeet in the fall. Our entire dining room is being rebuilt and will open in the spring. There are lovely event spaces where we hold weddings and many types of member events.

### **Internships Available:**

Level 1 – Catering & Events Management Internship

### **Internship Expectations:**

Looking for an intern interested in the events aspect of the Club Business. We would have them learn the different positions of catering and events but wouldn't limit them to just that. We would also gradually teach them from the ground up to even be able to run their own small events potentially. We would like them to learn each position so they can appreciate what everyone does in a department.

### **Accommodations/Benefits:**

Club access, complimentary meals, competitive wages

### **Contact Information:**

Brenton Lundquist  
Events Operations Manager  
952-473-8846  
[Banquets@wayzatacc.com](mailto:Banquets@wayzatacc.com)



## **Wayzata Country Club**

200 West Wayzata Boulevard  
Wayzata, MN 55391



### **About the Wayzata Country Club:**

Wayzata came to be in the mid-50's and was originally a dairy farm owned by the S.H. Bowman, Sr. family. The Bowmans decided to sell the farm and move into a house on Lake Minnetonka, the farm and land was later turned into the Wayzata Country Club. Wayzata offers a vast array of amenities stemming from one of the top 18-Hole golf courses in the state, plus a Par-3 course and driving range across the street. We also have a full outdoor swimming pool equipped with high-dive, concessions and full patio/bar where members can also order food from. There is also tennis/paddle/pickleball courts and even Trap & Skeet in the fall. Our entire dining room is being rebuilt and will open in the spring. There are lovely event spaces where we hold weddings and many types of member events.

### **Internships Available:**

Level 3 – Restaurant Management Internship

### **Internship Expectations:**

This internship will learn all aspects of member dining management at the Wayzata Country Club. The primary responsibility will be managing the pool bar and pool serving staff. The secondary responsibilities will be helping manager the newly remodeled member dining room and bar.

### **Accommodations/Benefits:**

Club access, complimentary meals, competitive wages

### **Contact Information:**

Brian Glockzin  
Food and Beverage Director  
763-443-3682  
[FB-director@wayzatacc.com](mailto:FB-director@wayzatacc.com)





## **Windsong Farm Golf Club**

18 Golf Walk  
Maple Plain, MN 55359



### **About the Windsong Farm Golf Club:**

Windsong Farm is a private golf club offering a classically designed, superbly maintained golf course in a friendly atmosphere for those who love the game of golf and wish to honor the traditions of the game by respecting golf's heritage and rich history. Each employee has a role to play in creating unparalleled experiences for our members and guests.

### **Internships Available:**

Level 1 – Golf Shop Position

Contact Carrie Klinkner at [cklinkner@wsfarm.com](mailto:cklinkner@wsfarm.com) for the Golf Shop position details.

Level 2 – Food & Beverage Rotational Internship.

### **Internship Expectations:**

As a Food and Beverage Intern, your primary responsibility is to provide immediate attention and proper food service to our members and their guests. The ideal employee will exhibit the ability to cope with extensive hours and maintain a high sense of urgency in the service of the members. A positive attitude and willingness to learn are essential to the success of each intern, as well as the success of our operation.

### **Accommodations/Benefits:**

Housing accommodations, complimentary meals, pro-shop discounts, golfing privileges on Mondays.

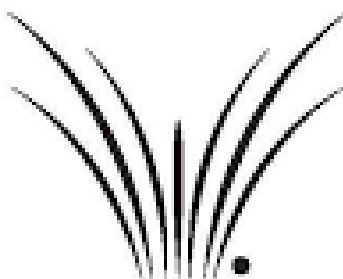
### **Contact Information:**

Carrie Klinkner

Human Resources & OE Manager

763-479-7161

[cklinkner@wsfarm.com](mailto:cklinkner@wsfarm.com)



## Woodhill Country Club

200 Woodhill Road  
Wayzata, MN 55391



### About the Woodhill Country Club:

Established in 1915, Woodhill CC is a private family-orientated country club providing exceptional facilities, personalized services, and year-round activities for its members, their families, and their guests.

Woodhill Country Club aspires to be one of the top elite clubs in the Midwest. We offer our members amenities ranging from our stunning 18-hole Donald Ross golf course, clay and grass tennis courts, swimming pool, paddle courts, ice rinks, ski trails, and luge, to fine dining, and delightful social events.

As a new employee of Woodhill Country Club, you become part of a family and share the responsibility of helping to create a home away from home for our members where memories are made, relationships develop and prosper, and over 100 years of tradition are upheld. It is a mission that we accept with great pride understanding our continued success is dependent on the efforts we put forth as a team each and every day.

### Internships Available:

Woodhill's internship program consists of 2 different internship levels:

Level 1: Clubhouse a la carte Dining Server

Level 1: Golf Shop Attendant

Level 1: Culinary – a la carte and banquets

Level 3: Pool Café Lead

### Internship Expectations:

Woodhill offers flexible scheduling with daytime, evening, and weekend shifts. Due to the cyclical nature of Woodhill's business, interns may be required to work varying schedules to reflect the business needs for the club. This includes holidays.

As for all our team members, your primary responsibility is to provide a high standard of member and guest satisfaction, service quality, appearance, and cleanliness of facilities. A positive attitude and willingness to learn are essential to the success of each team member, as well as the success of our operation.

### Accommodations/Benefits:

Interns will earn an hourly compensation and will be eligible for a seasonal performance bonus. All active employees have golf, tennis, and pool privileges on Monday's. Complimentary meals are provided.

### Contact Information:

Kelly Ebeling

Human Resources Director

952-345-0788

[hr@woodhillcc.com](mailto:hr@woodhillcc.com)

Apply using this [link to our website to view current openings.](#)

