

### Steward for Private Members Club

A steward is sought for a private members club located in Cambridge, MA. The club's membership is college-related, with 40-60 active undergraduate members who frequent the premises on a daily basis, and a several hundred graduate members who visit the clubhouse annually for various events. Duties include maintaining the historic clubhouse; arranging member meals several times weekly; organizing events on premises several times a month; enforcing rules of conduct; interfacing with visiting members; gathering dues; managing cleaners, cook and waitstaff, and service teams; and generating weekly activity reports. The premises are closed to members for June, July, and August, and therefore more limited work is required during this period. Salary is \$50k plus benefits, 401k, and a parking spot in Harvard Square.

Please contact Michael Baldock at [msbaldock@mac.com](mailto:msbaldock@mac.com). Send resume and any relevant information.