



JOB DESCRIPTION

Department: Marketing

Job Title: Manager of Player's Club

General Definition: Oversees and manages all functions within the Players Club department.

Supervision Received: Executive Director of Operations / Assistant Executive Director of Operations

Supervision Exercised: Player's Club Hosts

Essential Job Functions:

- Prepare work schedules, assign duties and responsibilities and oversees quality of performance of Player's Club Hosts.
- Assist in creating strategic marketing/promotion plans to achieve Casino objective for products and service.
- Assist in executing advertising and promotion activities including print, electronic media, and direct mail.
- Ensures development and production of promotional and collateral materials are completed.
- Establish and maintain a consistent image throughout all product lines, promotional materials, and events.
- Assist in the design and implementation of targeted sales promotions, monitor, and report the success of each promotion to the General Manager and Casino Manager.
- Maintains a consistent presence on social media to promote the organization. (i.e., daily promotional postings, daily special, weekly events and monthly events.)
- Keeps the Players Club clean, organized and decorated to promote monthly events.

- Assist other departments with information of upcoming events, as needed.
- Acts as MOD as necessary.
- Required to be on-call 24/7.
- Perform all other duties as assigned

MINIMUM QUALIFICATIONS

Education:

- High school diploma or GED equivalent

Knowledge, Skills, and Abilities:

- Must possess excellent customer relation, leadership and communication skills.
- Must be willing to work any day and shift.
- Must have working knowledge of Excel, Word, and PowerPoint.
- Must have ability to use good judgment in intense and non-intense situations.
- Must be friendly and with an outgoing personality.
- Must demonstrate integrity and maintain confidentiality with guest, employee and proprietary information.
- Must be able to follow all instructions, written and oral.
- Must be able to stand or walk for prolonged periods of time.
- Must be able to work in a casino environment where second hand smoke, loud noises and flashing lights are present.
- Must be able to lift and carry objects weighing up to 50 pounds.
- Must be able to push, pull and drag up to 150 pounds.
- Must be able to work in a casino environment where second hand smoke, loud noises and flashing lights are present, when warranted.

Training and Experience:

- Two (2) years of casino experience or hospitality environment along with management experience required.

Licenses/Certifications/Other:

- Must possess a valid driver's license.

- Must be able to pass a thorough background investigation of criminal and financial history to obtain a Gaming License from the Office of the Delaware Gaming Commission.
- Must be able to complete pre-employment drug test with a negative result.
- Must pass annual Title 31 exam.

I acknowledge that I have read and understand my duties and responsibilities.

Employee Signature

Date