

Managers Handbook

Club employees are provided an Employee Handbook to help them understand the club culture, the laws and rules governing their employment and work, and other important information they must know to meet the club's expectations for them.

More important than any other reason, managers must be clear on expectations. Leaders in this role contain a wealth of information with which they have been given to all newly hired managers. Managers should use the handbook as a ready reference, as well as review its contents in depth at least annually.

SAMPLE



Take Away: Spelling out expectations for managers helps them understand the requirements by which their performance will be judged.

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