

2025 Student Development Summer Program



**GREATER
ILLINOIS
CHAPTER**

CLUB MANAGEMENT
ASSOCIATION OF AMERICA

WELCOME TO CHICAGO!

Dear Interns,

Welcome to the Greater Illinois Chapter Summer Internship Program! As chairs of the Student Development Committee, we're pleased to have each of you join us for what promises to be an enriching and exceptional summer.

The Greater Illinois Chapter, CMAA has long been committed to fostering community and facilitating growth and development through events hosted by the generosity of club professionals. This dedication has positioned us as leaders in our industry, serving as the origin of prestigious events such as the CMAA World Conference and the CMAA National Student Education Conference. These milestones showcase our commitment to excellence and innovation in the private club industry. As we approach the monumental 100th Anniversary of CMAA, we proudly announce our hosting of the 2027 World Conference.

As a participant in this program, you'll experience the best that the Greater Illinois Chapter has to offer. This internship program is designed to provide you with a complete and immersive learning experience. Each day will be filled with hands-on training, valuable lessons, and the chance to form lasting connections with fellow interns. You'll explore a wide array of clubs, gain invaluable insights into the inner workings of club operations, and network with some of the industry's top leaders.

To ensure you're fully prepared and equipped for the journey ahead, we've curated this booklet. Here, you'll find detailed information about the events and activities available to you throughout the summer. Whether you're interested in attending workshops, networking events, or career exploration, there's something here for everyone.

We encourage you to embrace every opportunity, challenge yourself, and make the most of this learning experience. This summer has the potential to be a pivotal point in your career toward becoming a future leader.

Get ready for a summer filled with growth, discovery, and endless possibilities! We're honored to be part of your journey and can't wait to witness the incredible heights you'll reach.

With Sincere Regards,

Anahi Perez, CCM
Committee Chair
North Shore Country Club
Clubhouse Manager

Nora Cotter, CCM
Committee Co- Chair
Skokie Country Club
Assistant General Manager

SUMMER NETWORKING SESSION

TUESDAY, JUNE 3

***IMMEDIATELY FOLLOWING
JOYCE HALAMA'S SECRET OF
SERVICE PRESENTATION***



**GET READY TO BE INTRODUCED TO THE
Conversational Scavenger Hunt Activity**

Communications Skills for Networking

F.O.R.M (Family, Occupation, Recreation, Motivation)

Take this opportunity to meet and connect with the
GICMAA Club Manager's

REGISTER



Butterfield Country Club

2800 Midwest Road, Oak Brook, IL 60523





Secret of Service



Service Excellence in Private Clubs Tuesday | June 3 | Butterfield Country Club

Transform your **front-line staff, interns, and seasonal employees** into masters of private club hospitality. Led by industry expert Joyce Halama, CCM, this program is essential for enhancing your team's service skills and creating unforgettable member experiences.



KEY TAKEAWAYS:

- ▶ Private club service fundamentals
- ▶ Hands-on learning through mock service scenarios and team based activities
- ▶ Enhanced team-building skills for improved collaboration
- ▶ Mastery of essential service techniques applicable across all front line positions
- ▶ Service Excellence Certificate upon completion

Joyce M. Halama, CCM



AGENDA

- 9:30 a.m. Arrivals & Continental Breakfast
- 10:00 a.m. Secret of Service
- 12:00 p.m. Lunch
- 1:00 p.m. Secret of Service
- 3:30 p.m. Conclusion

\$70 Per Person, Inclusive
Business Casual Attire

Don't miss this opportunity to invest in your team's growth and elevate your club's service standards. Register now to secure your spot in this transformative workshop that will set your staff apart in the world of private club hospitality.

FIRST STOP...

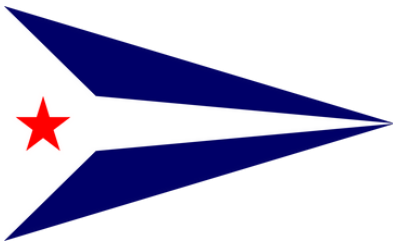
DISCOVER OUR CHICAGO CITY CLUBS!

TUESDAY, JUNE 24

*EDUCATION SESSION WITH
TOM OLSON, CLUB BENCHMARKING*



REGISTER



Chicago Yacht Club

400 E Monroe St, Chicago, IL 60603

10:00 am - Arrivals

10:15 am - Education Session

11:00 am - Club Tour Begins

Dress Code: Business Casual

Parking: Our member lot is a first-come available basis – any overflow will be directed to park in the underground public parking garage across the street.

[Millennium Garages Reserve Parking Online - Chicago Illinois](#) |

[Millennium Lakeside Garage](#)

The Cliff Dwellers

200 S Michigan Ave #1600, Chicago, IL 60604

12:00 pm - Arrivals

12:15 am - Club Tour Begins

1:00 pm - Lunch

Dress Code: Business Casual

Parking: [InterPark - Alliance with Adams and Wabash Self-Park](#)

[Located at 17 East Adams](#)



QUICK STOP...

WEDNESDAY, JULY 16

10-11 AM

*VIRTUAL EDUCATION SESSION WITH
TOM OLSON*

*Education Session on
Banquet Financial Statements*

*IF YOU ARE INTERESTED IN CATERING,
WEDDINGS AND EVENT MANAGEMENT
THEN THIS IS FOR YOU!*



REGISTER

LAST STOP...
DISCOVER OUR CHICAGO WESTERN
SUBURBS CLUBS!
TUESDAY, JULY 29



REGISTER

EDUCATION SESSION WITH
TRICIA SMITH, TK SMITH HOSPITALTY



River Forest Country Club

15W468 Grand Ave, Elmhurst, IL 60126

11:00 am - Arrivals

11:15 am - Education Session

12:00 pm - Club Tour Begins

Dress Code: Business Casual



Medinah Country Club

6N001 Medinah Rd, Medinah, IL 60157

1:00 pm - Arrivals

1:15 pm - Club Tour Begins

2:00 pm - Lunch

Dress Code: Business Casual

CHICAGO HAPPENINGS

JUNE

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
1	2	3 Icebreaker and Networking Event	4	5	6 Ribfest Day 1	7 Ribfest Day 2
8 Ribfest Day 3	9	10	11 Grant Park Music Festival Begins	12	13 90's Night at Lincoln Park Zoo	14
15	16	17	18	19	20	21
22	23	24 City Club Tours Millennium Park Music Series Begins	25	26	27	28 Chicago Food Truck Festival
29	30					

CHICAGO HAPPENINGS

JULY

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
		1	2	3	4  HAPPY FOURTH OF JULY!!	5 NASCAR Street Race Day 1
6 NASCAR Street Race Day 2	7	8	9	10 Windy City Smokeout Day 1	11 Windy City Smokeout Day 2	12 Windy City Smokeout Day 3
13 Windy City Smokeout Day 4	14	15	16 Tom Olsen Educational Zoom Session	17	18 Taste of River North Begins	19
20	21	22	23	24	25 Taste of Lincoln Ave	26 Chinatown Summer Fair Begins
27	28	29 Suburbs Club Tours	30	31		

THE CHICAGO CLUB MANAGERS
FOUNDATION BOARD PRESENTS...

THE 2025 STUDENT SCHOLARSHIP
APPLICATION



**GREATER
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GREATER ILLINOIS CHAPTER

**CLUB MANAGEMENT
ASSOCIATION OF AMERICA**

May, 2025

Dear Scholarship Applicants:

We are proud to present to you the Chicago Club Managers Foundation and Greater Illinois Club Managers Association Student Scholarship Application. We are excited that you have chosen to apply, as we feel you have made a fine decision in joining the Club Industry internship program, and specifically within the Chicago Area clubs.

The purpose of our scholarship is to support students enrolled in a qualified Hospitality Program pursuing a career in Club Management. Many of our past scholarship recipients have gone on to enjoy careers within the Club Industry. Our goal is to help you continue your pursuit of a hospitality degree and focus on private clubs.

It is important that you fill out the entire application and follow up with your recommendation forms. Please keep the following timetable of key dates in mind.

Now Begin obtaining all recommendation forms

July 22nd Deadline for applications and recommendation forms

August 5th Interview at River Forest Country Club (applicants to be contacted by a committee member)

August 12th..... Scholarship Awards Luncheon; Cress Creek Country Club

Along with your completed application, we ask that you include up to three letters of recommendation, a current resume, and an essay of no more than 700 words telling us the following:

- What specifically ignited your interest in the private club industry?
- Please note if this is your first time interning in a private club or if you have past experience.
- If you do not have experience, what has excited you the most about your current club/position?
- If you have prior experience, please discuss how this has impacted your potential for a long-term career in private clubs and how you feel you best impact the club industry.
- Do you have a Mentor, and if so, how did that person affect your decision to intern for private clubs?
- What are your private club career goals after graduation?
- Feedback is incredibly important to us. Please provide any recommendations or thoughts about what would have made your internship a better experience.

Please do not hesitate to ask questions of your Club Manager Sponsor or one of our committee members.

We are happy to help you in any way possible.

Best of Luck,

Anahi Perez, CCM & Nora Cotter, CCM
Co-Chair, Student Development Committee



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1. The CCMF and GICMA Scholarship will be funded by the proceeds from the annual Foundation Golf Tournament, annual Chapter dues contributions, and any other means authorized by the Board of Directors of both organizations.
2. The CCMF and GICMA Student Scholarship is available to current club student employees.
3. All individuals applying for a CCMF and GICMA Student Scholarship must be pursuing either an associates or undergraduate degree in a two or four-year hospitality curriculum, respectively.
 - a. All Scholarship applicants enrolled in a four-year college or university hospitality program must be matriculating as a Sophomore, Junior, or Senior in the upcoming fall quarter, semester, or term.
 - b. All Scholarship applicants attending a two-year hospitality program must have completed their first year and be enrolled for the second year in the upcoming fall quarter, semester, or term.
4. All individuals applying for a CCMF and GICMA Scholarship must attend at least two of the Student Development Committee events scheduled during the summer 2025 program.
 - A. Networking Night on June 3, 2025 (Butterfield Country Club)
 - B. City Tours on June 24, 2025 (Chicago Yacht Club and The Cliff Dwellers)
 - C. Western Suburbs Tours on July 29, 2025 (River Forest Country Club and Medinah Country Club)
5. Scholarships shall not be automatically renewable; therefore, students receiving scholarships from the previous year must reapply for the next year.
6. The number of scholarships shall be determined by the Scholarship Committee, based on the number of qualified applicants and the monies available in the Scholarship fund. Financial need shall not be a requirement, but may be taken into consideration.
7. All applicants are required to be personally interviewed by the Scholarship Committee, as part of the selection process will be announced via email. Location and timing to be announced at a later time. All Scholarship applications should be directed to the Scholarship Committee Co-Chairs by email and must be received no later than **July 22nd**.

Email the PDF version of the Full Application to both:

APEREZ@north-shoreecc.org & NCOTTER@skokieecc.com

* The Scholarship Committee will be appointed by the Student Development Chairman



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Full Name : Phone Number :

Email Address :

Internship Club: Phone Number :

Summer Address :

Student I.D Number : Major:
(If applicable)

Name & Address of College/University :

Payment Office Address :

Entering: Junior Year Senior Year Second Year of Two-Year School

List extracurricular activities in which you have taken part, such as community service work, representing your school in athletic contests, editorships, entertainment and holding office in student organizations, and responsible positions in school functions. Comment on any special recognition received



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Does your current school have a student chapter of CMAA:

Yes

No

If "Yes", Are you a member?

Yes

No

If "Yes", how many years have you been a member?

Yes

No

If "Yes", list any office positions you have held.

If "No", please let us know why you are not a member?

What Clubs have you visited or activities have you participated in with your student chapter?

Please write an Essay of no more than 700 words telling us the following:

- What specifically ignited your interest in the private club industry?
- Please note if this is your first time interning in a private club or if you have past experience.
- If you do not have experience, what has excited you the most about your current club/position?
- If you have prior experience, please discuss how this has impacted your potential for a long-term career in private clubs and how you feel you could best impact the club industry.
- Do you have a Mentor, and if so, how did that person effect your decision to intern for private clubs?
- What are your private club career goals after graduation?
- Please provide any recommendations or thoughts about what would have made your internship a better experience.



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Parent's:
Names

Address:

Phone Number :

Are any of your family members
in the private club industry in a
management or supervisory
position?

Yes

No

If "Yes", please provide the following information:

Relative's Name :

Position in Club :

Name of Club :

Club Address :

Club Managers Name :



Club Manager/Supervisor
Recommendation Form



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Dear Club Manager:

The Student named below is applying for a scholarship from the Greater Illinois Club Managers Association (GICMA) and The Chicago Club Managers Foundation (CCMF), and is seeking your endorsement as required by the GICMA and CCMF program criteria. Please include a personalized letter of recommendation. The content of the endorsement is of your discretion, but it would be appreciated if you would address the following points:

1. How long and under what circumstances have you known the applicant?

2. Why are you endorsing the applicant?

3. Would the applicant make a good employee, and what is his/her potential for advancement in the club field?

This endorsement is an important component of the application process and we appreciate your time in submitting this information.

Please give this form and your endorsement letter to the applicant to submit to the Scholarship Committee Chairman.

Scholarship Applicants Name :

Supervisor Name

Name of Club :

Club Address :

Supervisor Signature :

Please complete and return to applicant.

Combined PDF Application Must Be Turned In By The Applicant No Later Than July 1st, 2024



Advisor/ Professor
Reccomendation Form



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Dear School Advisor/ Professor:

The Student named below is applying for a scholarship from the Greater Illinois Club Managers Association (GICMA) and The Chicago Club Managers Foundation (CCMF), and is seeking your endorsement as required by the GICMA and CCMF program criteria.

Please include a personalized letter of recommendation as you see fit. The content of the endorsement is of your discretion, but it would be appreciated if you would address the following points:

1. How long and under what circumstances have you known the applicant?

2. Why are you endorsing the applicant?

3. Would the applicant make a good employee, and what is his/her potential for advancement in the club field?

This endorsement is an important component of the application process and we appreciate your time in submit- ting this information. Please give this form and your endorsement letter to the applicant to submit to the Scholarship Committee Chairman.

Scholarship Applicants Name :

Advisor/Professor Name

Name of School :

School Address :

Advisor/Professor Signature :

Please complete and return to applicant.

Combined PDF Application Must Be Turned In By The Applicant No Later Than July 1st, 2024



Optional 3rd
Recommendation Form



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The Student named below is applying for a scholarship from the Greater Illinois Club Managers Association (GICMA) and The Chicago Club Managers Foundation (CCMF), and is seeking your endorsement as required by the GICMA and CCMF program criteria.

Please include a personalized letter of recommendation as you see fit. The content of the endorsement is of your discretion, but it would be appreciated if you would address the following points:

1. How long and under what circumstances have you known the applicant?

2. Why are you endorsing the applicant?

3. Would the applicant make a good employee, and what is his/her potential for advancement in the club field?

This endorsement is an important component of the application process and we appreciate your time in submitting this information. Please give this form and your endorsement letter to the applicant to submit to the Scholarship Committee Chair.

Scholarship Applicants Name :

Name :

Profession :

Relationship to applicant :

Address :

Signature :

Please complete and return to applicant.

Combined PDF Application Must Be Turned In By The Applicant No Later Than July 1st, 2024



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Your scholarship application packet **MUST** include the following items, incomplete applications will be rejected. All application submittals **MUST** be received by ??????

PDF Application:

Letters of Recommendation:

Current Resume:

Essay: (See cover letter of application for details)

Applicant Signature :

Date :

Dear Intern,

If you decide to pursue the application process with the Greater Chicago Club Foundation, we're excited to learn more about you and your interest in the private club industry. As you prepare, here is what to expect during the interview:

- **Be Professional:** Dress appropriately, arrive on time and communicate clearly and respectfully
- **Share your thoughts:** Tell us what you think about the private club industry. Your opinions matter, and we'd love to hear your insights
- **Talk about your internship experience(s):** Discuss any internships you've had. Share what you've learned and how it relates to the private club industry.
- **Share your career goals:** What are your career aspirations? We want to understand how this scholarship fits into your plans for the future.

We're looking forward to our conversation and getting to know you better. If you have any questions before the interview, feel free to reach out

Best Regards,

Anahi Perez, CCM
Nora Cotter, CCM

2025 - 2026

Student Development Committee Directory

Anahi Perez, Chair

Clubhouse Manager, North Shore Country Club
aperez@north-shoreecc.org

Pedro Estrada

Restaurant Manger, Lake Shore Country Club
pedro@lakeshoreecc.com

Nora Cotter, Co-Chair

Assistant General Manger, Skokie Country Club
ncotter@skokieecc.org

Juliana Segura Freely

Catering Manger, North Shore Country Club
jfreely@north-shoreecc.org

Stewart Boynton

Clubhouse Manger, River Forest Country Club
sboynton@riverforestcc.org

Sam Miceli

Clubhouse Manger, Valley Lo Club
smiceli@valleylo.org

Christina Crow

Assistant General Manger, Indian Hill Club
ccrow@indianhillclub.org

Emmy Tudor

Catering Manger, Skokie Country Club
etudor@skokieecc.org

Madeline Grillo, CCM

Clubhouse Manger, Saddle & Cycle Club
mgrillo@saddleandcycle.com

Christina Watson

VP of Operations at Strategic Club Solutions
christina@strategicclubsolutions.com

CONNECT WITH US

WEBSITE

<https://www.greaterchicagocmaa.org/>

INSTAGRAM

#gccma1

WE LOOK FORWARD TO BEING A PART
OF YOUR SUMMER PROGRAM!