



Executive Chef

Bellingham Golf & Country Club
Bellingham, WA

Club

Bellingham Golf & Country Club is a private member-owned 18-hole golf club located in Bellingham, Washington. The club has been the social focal point for the City of Bellingham and Whatcom County since its founding in 1912 and is the finest golfing facility north of the Seattle Everett Metropolitan area. BGCC is the home course for the Western Washington University golf teams, has hosted qualifier tournaments for the US Open, US Senior Open and US Women's Open, in addition to hosting the Hudson Cup and Lamey Cup.

Club features

- 550 golf category members
- 250 social category members
- Operating budget of \$5.25 Million
- Staff of 40 full time employees and 50 part time/seasonal employees
 - Pool Snack Bar, Outdoor Seasonal Patio, Formal Dining Room, Grille Room, 4 Banquet Rooms

Job summary

Bellingham Golf & Country Club is seeking the consummate professional with a member friendly and outgoing personality. Potential candidates will be committed to excellence, with a proven and verifiable record of success leading culinary teams and providing consistently excellent dining experiences. The Executive Chef is responsible for ensuring that all food is consistently excellent in all food outlets, for all occasions. The successful candidate must possess an exceptional level of culinary skill and creativity, be respectful of traditions and appreciate the unique culture and experience of a private club atmosphere. The ability and willingness to interact confidently with members and staff at all levels is critical. This individual will recruit, train, supervise and appraise the performance of all culinary staff be a hands-on mentor and help their staff to achieve career advancement, be process oriented and have a good understanding of controls and financial management as it relates to the kitchen operation.

Duties for the position include but are not limited to:

- Sets the daily standard for all culinary staff. Assumes /accepts full responsibility for all culinary operations of the Club. Is visible, highly professional and a hands-on leader / mentor.
- Instills and nurtures a professional, positive, cooperative, and collaborative attitude and environment one that encourages camaraderie, open communication with enthusiasm toward creativity and an appreciation for Club culture and traditions.
- Hires, trains, supervises, schedules, and evaluates the culinary staff on going including a formal annual individual review. Takes an interest in assisting and mentoring his team to grow their culinary careers.
- Plans menus with the assistance of the General Manager, Dining Manager and Catering Manager for all food outlets and Club events.
- Assists the Catering Manager with menu development and pricing, meets with members and their guests while planning private and Club events.
- Instruct / facilitate cooking classes for the members and their guests.
- Schedules and coordinates the work of chefs, cooks and other kitchen employees to assure that food preparation is economical and technically correct and within budgeted labor cost goals. Approves the requisition / purchases of products and other necessary food supplies. Reviews and approves product specification for purchases.
- Conduct monthly inventories and the appropriate organization of all food storage areas.
- Sets and manages all specifications of food items, menu items, presentations.
- Ensures the highest standards of sanitation, cleanliness and safety are maintained in kitchen areas daily.
- Establishes controls to minimize food and supply waste and theft.
- Safeguards all food-preparation employees by implementing training to increase their knowledge about safety, sanitation and accident-prevention principles.
- Be process oriented and have a firm understanding of controls and financial management as it relates to the kitchen / food operation.
- Develops standard recipes and techniques for food preparation and presentation that help to assure consistently high quality and to minimize food costs; exercises portion control for all items served and assists in establishing menu prices.
- Direct supervision of the staff in the production of all menus to ensure the highest quality ingredients, consistency and adherence to specifications for the preparation and presentation are followed.
- Responds to member comments and requests in a timely and positive manner to maximize member satisfaction.
- The ability and willingness to interact confidently with members and their guests.
- Conducts daily line ups with the FOH staff. Attends staff meetings.
- Prepares necessary data for applicable parts of the F&B budget; projects annual food, labor and other costs and monitors actual financial results; takes corrective action as necessary to meet financial goals.
- Recommends necessary maintenance contingency and capital items to ensure proper controls necessary to achieve the specified parameters of the budget.
- Cooks or directly supervises the cooking of items that require skillful preparation.
- Interacts with applicable managers to assure that food production consistently exceeds the expectations of members and guests.

- Meets daily with the FOH Managers and staff to discuss matters concerning each meal period and to foster an atmosphere of cooperation, open communication, and collaboration between the FOH and Culinary Staff.
- Develops policies and procedures to enhance and measure quality; continually updates written policies and procedures to reflect state-of-the-art techniques, equipment, and terminology, all while maintaining a full appreciation for Club traditions and culture. Enforce employee policies in accordance with the BGCC employee handbook on a consistent basis.
- Establishes and maintains a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- Motivates and develops staff, including cross-training and promotion of personnel.
- Regularly visits dining area to welcome members. Maintains a physical presence during member events on buffets and during high business volume.
- Establishes buffet presentations.
- Implements safety training programs; manages OSHA-related aspects of kitchen safety and maintains MSDSs in an easily accessible location.
- Understands and consistently follows proper sanitation practices including those for personal hygiene.
- Meets on a regular basis with the General Manager.

Position reports to:

General Manager

Position supervises:

All Kitchen Team

Preferred Qualifications:

- Degree in Culinary Arts and or Hospitality Management or Approved ACFEI Apprenticeship.
- Certified Executive Chef or currently working towards CEC a plus.
- Food handler's certification.
- Experience with labor union is a plus.
- Minimum of five years experience as an Executive Chef or Sous Chef in a high-quality private club, resort, hotel or restaurant.
- A career path marked with stability and professional achievement.
- Hands on leader with a passion for culinary arts.
- Knowledge of and the ability to perform required well in excellent fashion under pressure and during emergency situations.
- Understands that quality, safety, sanitation and member service are non-negotiable.
- Broad base culinary background, with a thorough working knowledge of a variety of cuisines, appreciation for traditional and leading-edge concepts with an innate appreciation for process and fundamentals.
- Impeccable and verifiable references.

Physical demands:

While performing the duties of this job, the employee is regularly required to stand for long periods of time and walk, climb stairs, balance, stoop, kneel, crouch, bend, stretch and twist or reach. Employee must be able to push, pull and lift up to 50 pounds. Continuous repetitive motion is required. Use of hands to feel and handle is required.

Compensation:

The position will offer a competitive compensation package including, shift meals, employee golf, medical, dental and vision health benefits, 401-k with matching and paid vacation, ACF education allowance.

Please forward your letter of introduction along with your resume via email to:

Jim Repeta, CCM, CCE
General Manager
jimr@bellinghamcc.com