

Wing Point Golf & CC

Wing Point Golf & CC is a private country club where golfers and their families have enjoyed membership since 1903. Equipped with a championship golf course, social and dining programs, pool, tennis, and a venue to celebrate special occasions, Wing Point is truly a treasure on Bainbridge Island.

Position Description – Director of Food and Beverage

The Director of Food and Beverage oversees all food and beverage services within the Club, including the daily operation of a la cart dining, lounge and dining room, kitchen, pool snack bar, beverage cart, and all Banquet Services. Responsibilities include overall oversight of the food and beverage operation which includes hiring, scheduling, training, employee development, budgeting, and kitchen and bar operations.

The Director of Food and Beverage is an advocate and ambassador of excellent member service. They have a strong, highly respectful, and visible presence within the membership, is an excellent communicator, and possesses a strong work ethic. Candidate must be able to communicate these expectations to their staff in a constructive and positive manner while carrying out the member experience model from which Wing Point Golf & CC is so proud.

Candidate Qualifications

Service Leadership

- An active recruiter of staff who enjoys developing and building a strong service team and leading them to membership satisfaction outcomes.
- Oversight of standards of appearance, hospitality, service, and cleanliness of the clubhouse facilities.
- Responsible for interviewing, hiring, and training of all food and beverage staff.
- Teaching and training all food service personnel and working with the staff directly responsible for daily operations.
- Conduct and oversee training programs for food service personnel on various issues including service techniques, knowledge of menu items, specials, sanitation, and conflict resolution.

- Ensure operational adherence to, and compliance with, all health, safety, liquor consumption, and all other food and beverage regulations.
- Be a positive and enthusiastic motivator for all food and beverage personnel.
- Responsible for the physical building including dining room, lounge, social lounge, kitchen, all outdoor dining areas and ensure overall appearance is 'member ready' in both appearance and service.
- Help plan and promote member and outside events in coordination with club calendar and event policies.
- Complete all objectives and projects in a timely basis as assigned by the General Manager.
- Complete annual performance reviews for all manager staff.
- A focused and consistent evaluator of personnel, ensuring that standards of conduct and delivery are met
- Demonstrates consistency when upholding Club policies and standards including documenting tardiness, absenteeism, improper uniforms and any staff issues.

Financial Management

- Operate the F&B Department within established financial guidelines set forth by the General Manager in accordance with the Finance Committee and Board of Trustees
- Work and assist with club management in creating annual food and beverage budget, forecasting, cost controls and monthly reporting as needed.
- Monitors payroll and operational expenses
- Complete schedules for all front of house employees in coordination with operational budget
- Responsible for the proper accounting and reconciliation of the point-of-sales and member and event revenues and expenses.
- Evaluate/uphold F&B department policies and procedures (purchasing, receiving, inventory control, cash control, etc.). Monitor compliance as needed.
- Responsible for the management of all food and beverage inventories as well as cost of goods in each department
- Cultivate relationships with all food and beverage industry vendors and distributors

- Develop wine program including wine lists, inventories, events, and promotion of each.

Requirements

A degree in Hospitality Management is preferable plus 3-5 year minimum of Food & Beverage management experience at a club or industry equivalent is preferred.

Date Position Available

February 1, 2022

Other Benefits

Health

Dental

Vision

Life

Employee Assistance Program

PTO

401K plan and company match

Free meals

Resume Submission

Jeffrey M. D'Amico

Director of Golf and Club Operations

Wing Point Golf & CC

Bainbridge Island, Wa

jeffd@wingpointgolf.com

www.wingpointgolf.com