



## **Executive Chef**

Position Title: Executive Chef

Employment Type: Full-Time

### **POSITION DESCRIPTION:**

Cedar Ridge Country Club is looking for an authentic and passionate Executive Chef (EC) who will communicate and work hands-on with staff and at the same time gain their respect as the Executive in the kitchen. He/she is a “Leader” for its culinary team operating in a firm but fair manner holding staff accountable. The new EC will be passionate about food, will keep up with the latest food trends, ethnic cuisines and products and will have a strong understanding of, and be responsive to, organic, gluten free and other possible member requests.

The EC will always look for improvement while continuing to maintain the high standards of excellence already instilled into the kitchen operation. The EC should be an effective communicator who is poised in dealing with conflict and feedback, has a reputation for team-building and exceptional culinary skills.

### **JOB REQUIREMENTS:**

- This is a hands-on working position managing daily production and consistency, presentation, and quality.
- He/she is to be the ‘Face’ of the culinary arts program at Cedar Ridge Country Club. Creating excitement around the vision for a new culinary program will be key.
- An organized and detail-oriented individual with a passion for the profession; has solid culinary skills with a good foundation.
- Competent in organizational and time management skills. The ability to demonstrate good judgement, problem solving and decision-making skills.
- The Executive Chef helps to recruit and train culinary staff. He/she coaches, mentors’ staff and counsels to ensure they are on track.
- The Executive Chef creates and implements menus, standards of service and all food production, as well as develops and monitors food and labor budgets for the department.
- The new Chef will actively engage with the membership through newsletter articles, cooking classes, walking the dining rooms and providing commentary at food related events.
- Ensure that the highest standards of sanitation, cleanliness, and safety are maintained throughout all food service areas at all times.
- The Executive Chef has a “leadership by example” mentality and earns the confidence of the members and the respect of the staff.

### **ADDITIONAL INFORMATION:**

- Annual food sales \$900,000; Total F&B Sales \$1,600,000.
- The Club currently maintains a 50% food cost. Food Cost Goal 45%. Sales are a mix of approximately 78% a la carte and 22% banquet.
- There is a labor budget of approximately \$500,000.
- There is one (1) Clubhouse and (2) outlets for 780 members whose average age is 55.
- The Club operates twelve months annually and business is consistent throughout the year.

- The Executive Chef reports to the General Manager/COO and works with the two Assistant Managers.
- The previous Executive Chef was employed by the Club for over five years.

A compensation package that will include a competitive base salary. Benefits include medical insurance, life & voluntary dental insurance, 401K, and vacation.