



## **DIRECTOR OF FOOD & BEVERAGE BEECHMONT COUNTRY CLUB ORANGE, OHIO**

### **THE DIRECTOR OF FOOD & BEVERAGE OPPORTUNITY AT BEECHMONT COUNTRY CLUB**

Beechmont Country Club is seeking a dynamic and experienced Director of Food & Beverage. The ideal candidate must possess strong leadership experience, an extensive and verifiable record of success in F & B operations and a demonstrated ability to deliver 5-star service in a premier golf and country club setting. The successful candidate will take the lead role in creating a strategic and operational F&B plan that will elevate the overall member and guest experience and mentor employees to achieve their best.

### **BEECHMONT COUNTRY CLUB**

With its Centennial anniversary in 2023, Beechmont Country Club is the premier private golf and country club in greater Cleveland where the individual attitudes, values, and interests of the Members come together to create a warm and comfortable gathering place to call home. The Club offers endless opportunities to connect with friends and family, whether on the challenging Stanley Thompson designed golf course, in our state-of-the-art fitness center or over a delicious lunch on the patio after a game of tennis. The social calendar is always active with themed dinners, wine tastings, holiday celebrations, family events and more. The camaraderie, friendships, and memories created at the Club are the center of the Beechmont experience.

[www.beechmontcc.com](http://www.beechmontcc.com)

### **CONFIDENTIAL PROCESS**

The Club understands the confidential nature of this process and the information received from all interested parties will be kept in the strictest confidence.

### **POSITION OVERVIEW**

The Director of Food & Beverage duties encompass budget planning, cost controls, hiring, training, development, scheduling, and supervision of staff. They actively oversee service and collaborate on menu development and pricing strategies with the Director of Culinary Operations. They also manage financial aspects, maintain the Jonas POS system, conduct inventories, and ensure compliance with industry standards. Promotes and nurtures member relations and enhances the quality of all food and beverage experiences. Responsible for the day-to-day F & B operations.

### **KEY RESPONSIBILITIES**

- Oversees all FOH Food and Beverage operations.
- Responsible for the selection, training, development, retention, and management of both year-round and seasonal team members.
- Responsible for providing an exceptional, consistent dining experience, recommending marketing initiatives to increase usage, and managing expenses, and labor.

- Review and approve short-term strategies for the F&B operations and plans to implement such strategies.
- Developing operating budgets for the F&B department.
- Managing the F&B department according to the approved operating budget.
- Complete F&B business plan review toward annual business plan goals set by GM/COO.
- Providing support on the development of the F&B capital budgets.
- Ensure that a consistent set of superior standards of food service quality meets or exceeds the expectations of guests at all F&B facilities.
- Function as a coach and mentor in encouraging team members to be successful.
- Monitor the performance of the F&B operations to determine whether these strategies and plans require adjustment to positively impact member enjoyment.
- The Director of Food and Beverage must be a “hands-on” interactive leader who directly monitors the operation and mentors the staff throughout each day; someone who recognizes and embodies the intimate details necessary for consistency and high levels of satisfaction in all operations and amenities.
- Sets clearly defined goals and objectives and holds people accountable for results in a performance management system.
- Performs human capital management duties, including employee selection, performance management, training, coaching, and development. Completes all department payroll administration, and reporting duties.
- Performs operational responsibilities that drive team performance including planning, execution, process improvement, and best practice sharing. Coordinates smooth functioning of various departments, helping to resolve disputes that may arise.
- Collaborate with the General Manager/COO and the Executive Team to create a strategic and operational plan that will elevate the overall membership experience and mentor employees to achieve their best. The Director of Food and Beverage has full responsibility for all daily F&B Services throughout all dining, kitchen, catering, banquets, tournaments, and member events.
- Attend Club committee meetings as assigned by the GM/COO.
- Develops and implements new department standards, policies, and guidelines as established by the GM/COO.
- Ensures completion of all compliance and reporting requirements.
- Coordinates development and management of annual operating budgets and Food and Beverage capital expenditures in tandem with the Controller and GM/COO. Responsible for the development, management, and implementation of plans for Food and Beverage.
- Ensures departmental compliance with safety, health, security, and environmental standards.
- Inspects to ensure that all safety, sanitation, energy management, preventive maintenance, and other standards are consistently met.
- Assists in planning and implementing procedures for special Club events and banquet functions.
- Greets guests and oversees actual service on a daily and nightly basis.
- Addresses member and guest complaints and advises the GM/COO about appropriate corrective actions taken.
- Develops new and innovative ways in which to stimulate member activities and participation in Club events.
- Maintains appearance, upkeep, and cleanliness of all facilities and equipment.
- Approves all product invoices before submitting to the accounting department.
- Maintains records of special events, house counts, food covers, and daily business volumes.
- Works with other department heads on special projects assigned by the GM/COO.
- Other duties and jobs may be assigned as needed by the GM/COO.

## **CANDIDATE QUALIFICATIONS AND EXPERIENCE**

- Motivator and leader who can bring out the best in others by setting clear goals and expectations, holding them accountable for outcomes, providing consistent feedback, and support and through respectful interaction and professionalism.
- Proven experience managing or supervising a team.

- Able to work well under pressure and balance multiple priorities and assignments.
- Strong team-building skills including the ability to lead, cooperate, motivate, and contribute as part of a team with representatives from multiple disciplines.
- Has a proven record of showing empathy with members' needs and communicating policy in a positive manner.
- Excellent verbal and written communication skills.
- Verifiable strength in working closely with management to develop and execute the club's vision.
- Exhibit excellent organizational, technological, and time management skills.
- Experience in leading successful Food and Beverage Operations at a private club or similar.
- Member-focused; delighted to meet the expectations and requirements of members and their guests.
- Possess high energy and genuine desire to interact actively with the membership on a professional and hospitable level.
- A keen eye for detail and driven by data.
- Works well and is well respected by others.
- Career-driven and enthusiastic about the industry.
- Strong operational management record.
- Mentors staff successfully.
- Entrepreneurial spirit to create innovative programs while respecting current desires and traditions.

## **EDUCATION AND CERTIFICATION**

Bachelor's degree from four-year college or university, preferably in a hospitality or culinary program; or five years related experience and/or training; or equivalent combination of education and experience.

## **REPORTS TO**

The Director of Food & Beverage Reports to the General Manager/COO

## **DIRECT REPORTS**

Direct reports include Restaurant Managers, F&B Manager, Banquet Manager, Beverage Manager and Director of Events with responsibility over the entire FOH F&B department house service team. This position will partner closely with the Director of Culinary Operations and Executive Management.

## **PHYSICAL DEMANDS**

Regularly stand, walk, and sit. Occasionally climbs or balances; stoops, kneels, crawls or crouches. Frequently uses hands; reaches with hands and arms. Frequently talks or hears, tastes or smells. Occasionally lifts up to fifty pounds.

## **JOB KNOWLEDGE, SKILL, ABILITY PREFERENCES**

- Ability to read and speak English is required in order to perform the duties of the job (e.g., the associates are required to communicate with English speaking customers or co-workers, the manuals for the equipment the associates may use are in English).
- Knowledge of Microsoft Office applications.
- Experience with computerized POS systems.
- Experience with JONAS.

## **KEY SELECTION PROCESS CRITERIA**

- In addition to the professional qualifications outlined above, the successful candidate will be expected to function as an effective ambassador for the Club and exude a professional demeanor by modeling a natural ability and desire to deliver and promote “joyful service” in his/her daily interaction.

## **COMPENSATION AND BENEFITS**

- Joining a terrific, results-focused, member-centric, caring, and fun team in delivering consistent “5 Star” experiences to a dynamic, engaging, and sophisticated membership who care deeply about the well-being of their professional staff.
- Extremely competitive salary commensurate with experience and qualifications.
- Comprehensive benefits package administered by Troon that includes, among others, options for medical, dental, vision, supplemental medical, basic life & AD&D insurance, and 401(k) plan.
- Paid Time Off (PTO) per company policy
- Professional development allowance

## **INSTRUCTIONS ON HOW TO APPLY**

**Prepare a thoughtful cover letter addressed to Martin Badinelli, GM/COO of Beechmont Country Club,** and clearly articulate your alignment with this role and why you want to be considered for this position at this stage of your career, and why BCC and the Cleveland, Ohio area will be beneficial to you, your family, your career, and the Club if selected.

**You must apply for this role as soon as possible but no later than Monday, February 12, 2024. Candidate selections will occur soon after with the first interviews expected in early to mid-February and second interviews a short time later. The new Director of Food & Beverage should assume his/her role by the end of March 2024.**

Resumes with cover letters can be submitted electronically. No telephone calls please. All candidates will be subject to a background review.

**Martin A. Badinelli, Sr., CCM, CCE**  
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