

Candidate Profile

Director of Food & Beverage/
Clubhouse Manager
The Clubs of Cordillera Ranch
Boerne, Texas
www.clubsofcordilleraranch.com



Property and Position Overview

The Clubs of Cordillera Ranch (TCCR) is located north of San Antonio in the Texas Hill Country. It is an exclusive, master-planned community that offers the very finest in resort-style living. It is 8,700 acres of unsurpassed beauty and there is simply nothing else like it in the Texas Hill Country, or on this earth.

The Ranch offers residents on-site recreational activities and boasts homesites ranging from quarter-acre villas, one to ten-plus acre estates, valley-view, golf course, Guadalupe River frontage, and hilltop home sites. The Clubs of Cordillera Ranch features seven resort-style clubs in one location: The Golf Club, The Social Club, The Tennis and Swim Club, The Equestrian Club, The Rod and Gun Club, The Spa and Athletic Club, and The River Club.

The Clubs of Cordillera Ranch Mission

- *To be the most friendly and engaging Club in the World*
- *To deliver high quality, unique products and services for its membership*
- *To deliver a financial return to our owners*
- *To be the employer of choice in the greater Boerne area*

Club dining is at the core of every social experience at TCCR. The Club considers its Food and Beverage amenity equal in importance to its other amenities. It plays a significant role in achieving its Club Mission. As part of this initiative, it seeks to achieve Favorite Place Status in the eyes of its members. Achieving Favorite Place Status does not mean the Club must be every member's most favorite place to dine; it does require the Club to be on every member's list of their top two to three eateries they favor and frequent most when they dine away from home. All members have a choice when choosing a place to dine and entertain. TCCR desires their "Restaurant at the Ranch" become a dining destination equal to the best eateries in the Boerne area.

While the Club was built and opened in 2006, it is poised to begin a multi-million-dollar

renovation to the 5,000 sq. ft. poolside Cabana as well as the Main Kitchen.

The Club is seeking a Director of Food & Beverage/Clubhouse Manager (DFB/CM). This Department Head position fills the number one leadership role in all F&B at the Club and this person will work closely with other Department Heads to fulfill the Club's mission and serve in a leadership role for Clubhouse operations.

Position Role and Responsibilities

The DFB/CM will report to the General Manager and work as a peer with the Executive Chef and Director of Facilities to first in importance oversee the quality, consistency, and hospitality delivered of the Club's Food & Beverage offerings, and second, the housekeeping and maintenance of the Club's member inhabited buildings. For this person to be most successful in this role they must approach this position as being the **Chief Hospitality Officer** for The Clubs of Cordillera Ranch. This role is responsible for the hiring, orientation, onboarding, continuous training, professional development, mentoring, communicating, measuring success, and disciplining of all F&B employees who touch the members of Cordillera Ranch throughout the Club property. Their direct reports are:

- Catering and Club Special Events Manager
- Service Manager
- Dining Room Managers
- Bar Manager
- Wine Specialist
- Pool Manager

The DFB/CM must possess and exhibit a charismatic, coach training, "heart of a teacher" leadership style. They must be proficient in dining service leadership and establish standards and service procedures, setting goals and systems for measuring success.

By the Numbers

- \$4M+ Annual F&B Revenue – 93 % a la carte / 7% banquets and special events
- \$90,000 Full Initiation Fee - \$12,000 Social Initiation Fee
- Four Dining Venues – Main Dining Room, Twin Sisters Lounge, Men's 19th Hole and Pool Cabana as well as numerous outdoor dining areas
- 18-Hole 7,450-yard Jack Nicklaus Championship Golf Course - consistently rated in the Top 5 in the state of Texas by the Dallas Morning News
- Practice Facility
- Five Outdoor, Hard Surface Tennis Courts, Six Pickleball Courts
- Equestrian Facility
- Outfitter Center
- Resort-style Swimming Pool
- Poolside Dining Cabana & Snack Bar

- 18,000 sq. ft. Fitness Center
- Men's and Women's Locker Rooms
- Kids Club for Babysitting

Education, Experience, and Additional Qualifications

- Total of ten years hospitality dining experience with five years as a supervisor or Dining Room Manager/Facility Manager in a private club or high-end restaurant, resort, or hotel, preferably in the South or Texas.
- Four-year Bachelor's Degree from an accredited college/university in Business Administration or Hospitality Management.
- Working towards earning your CCM designation from the CMAA.
- Requires a high degree of administrative and executive ability, especially in problem-solving and decision-making.
- Must have the ability to communicate with excellent oral and written skills.
- Must possess a working proficiency of computer skills and knowledge with MS Suites, Word, Excel, PowerPoint, and POS / Club Software Programs (TCCR uses Clubessential proprietary software).
- Excellent human relations skills with a talent for motivating and retaining staff.
- Good organizational skills with the ability to work independently and with a team.
- Ability to function under pressure, set priorities, delegate effectively, and adjust to changing conditions.
- Has a demonstrated high work ethic, patience, coach training leadership style, with a sense of ownership and responsibility for this TCCR leadership position.
- Applicant must possess a passion for providing high-quality member service and a commitment to exceeding expectations.

Competitive Compensation & Benefits

- This is a full-time salaried position with a complete benefits package
- Paid time off for vacation and sick leave
- Health, Dental and Vision Insurance per TCCR benefits policy
- Short- & Long-term Disability Insurance
- Life Insurance
- 401k Plan with 3% match
- Salary will be commensurate with qualifications and experience
- Bonus potential
- Professional Education allowance to include membership in CMAA
- Relocation Allowance
- Deadline to submit resumes 7/2/2022

Individuals who meet or exceed the established criteria detailed in this position profile and posting are encouraged to send a cover letter and resume.

Note: The preferred method of contact is email. Please send your cover letter and resume in PDF format, attached via email with the subject line: TCCR.

If sending by regular mail, please mark the outside of the envelope TCCR.

Send to:

GSI Executive Search

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