

Candidate Profile

Executive Chef
Orienta Beach Club
Mamaroneck, NY 10543
www.orientabeachclub.com



Organization

Established in 1924, the Orienta Beach Club is a non-profit, member-owned private Tennis, Swim, and Beach Club located in Mamaroneck, NY in the desirable Westchester County and is less than 20 miles from New York City. The Orienta Beach Club is multi-generational, traditional, family-oriented, and considered a wonderful home-away-from-home destination with its beautiful Main Clubhouse with year-round dining, a magnificent outdoor dining terrace, and grounds all with breathtaking views of Long Island Sound. The name "Orienta Point" was given by a resident who was so charmed by the spectacular splendor of the rising sun.

Members of the Club enjoy a multitude of amenities:

There are 10 professionally maintained Har-Tru tennis courts and the Club hosts a very dynamic competitive and social tennis program for men and women and one of the strongest junior programs in the area. There is also a newly renovated Platform Tennis Complex that is comprised of four heated and lighted courts that play in all weather conditions.

The OBC features pristine sandy beaches along Long Island Sound and additionally features three swimming pools overlooking the beaches. The heated eight-lane pool and separate Dive Pool hosts adult swimmers as well as the OBC competitive Swim and Dive Teams and there is a wading pool for the children.

Family is an important mainstay at the OBC, and the Club's Junior Programs offer members children a safe, fun, and supportive environment for educational instruction in sailing, swimming, diving, and tennis and its very own ice-skating rink for the winter months. There is also a Children's Day Camp that is dedicated to providing memorable experiences.

The Orienta Beach Club has boating programs which include the Junior Sailing program, Moorings for members' boats, kayaks, and paddleboards.

At the OBC, members expect a superior level of service coupled with evolving menus and new flavors to delight members and guests. The Main Clubhouse includes a ballroom that can accommodate 250 and a bar/restaurant that seats 100. Foodservice is also available on a large outdoor patio that seats 100 and an inside sun porch that can accommodate 75. The Club also has two additional buildings: a winter clubhouse which supports food and beverage in the winter months for the ice rink as well as banquets and catering, and a two-story pavilion with a full-service kitchen used as a snack bar by day and a beachfront party location at night for member dining, events, and parties. Above the pavilion is a bar with an outdoor patio with extraordinary views of Long Island Sound.

The annual average gross revenue for the club exceeds \$6.2m. There are 450 members. The Club's food and beverage revenues exceed \$1.7m and are expected to go higher. The Club restaurants are generally open four nights a week, except in the height of the season, when some Food and Beverage outlets are open seven days per week. The Club is closed in February.

Please control click below for a short video.

<https://www.youtube.com/watch?v=V5wXiCUsEIA>

Position Overview

The successful Executive Chef at the OBC will be proficient and skilled in culinary leadership, including setting standards, best practices, standardized recipes, team development, member, and guest customer relations. The EC will be the crucial leader known to the employees and the membership as the responsible party for all culinary offerings at the Club. The EC must be visible and present in all food and beverage operations on a regular daily basis. The EC must demonstrate an open-door, approachable demeanor that leads and guides all culinary team members equally and proactively. The EC must be structured and organized to implement defined goals and initiatives to achieve the culinary brand, vision, and standard of offering an unparalleled Club dining experience in the Westchester marketplace.

The EC will manage all culinary aspects of the Club's restaurants, bars, and private events. The EC will lead, motivate, and inspire a fun and thriving culinary mentorship culture while overseeing all team members' hiring, training, supervision, and performance. They will have complete responsibility for all back-of-the-house operations, including but not limited to purchasing, inventory, sanitation, and equipment maintenance. Successful candidates will have experience in positively leading active a la carte dining programs as well as banquet events simultaneously.

Executive Chef candidates must deliver the highest quality in food and taste every day in all culinary offerings. The diverse membership desires both trending creative meal offerings (lighter, healthier, farm to table) as well as timeless standards. The EC role at OBC truly provides candidates with a fulfilling platform for delivering both experimentation and classic fare. Consistency through training, mentoring, standardized recipes, plating guides, proper food timing, taste, and finish are the key talent characteristic that the Club is seeking in this position.

The Executive Chef duties include but are not limited to:

- Maintains the quality of food products and ensures consistency in food delivery and standards.
- The EC is responsible for ensuring that all food is consistently outstanding - from traditional Orienta Beach Club favorites to innovative offerings and special events throughout all dining venues.
- Understand Club favorites and traditions.
- Creates the standards for kitchen policies and procedures, communicates these policies and ensures that the policies are adhered to by all BOH staff. The EC leads by example and is very hands-on in all aspects of the operation.
- The EC creates and updates menus often, incorporates daily features, and develops and documents recipes and controls to ensure consistency. Creativity and innovation, not just variety, is essential in planning menus and events for the members of OBC. Creativity in presentation is also important - plate presentation as well as how food is presented on buffets.
- The EC is responsive to Club member and team member requests and strives to find creative ways to accommodate reasonable requests. He or she believes in the service philosophy: "The answer is yes, what is the question?"
- The EC has a proven track record of controlling food and labor costs. He or she is adept at creating and managing a budget and provides food purchase specifications to control food quality and costs.
- Directs ordering amounts, inventory levels, the timing of orders, receiving, invoice settling, and equipment maintenance.
- Enables communication between line staff and the Food and Beverage team.
- Creates theme menus, decorations, banquets, and special events.
- Creates recipes and support materials, such as recipe cards, descriptions, and/or pictures.
- Manages all major Food and Beverage kitchen operating expenses, sets margins and manages against projections.
- Works with the Director of Food & Beverage on the analysis of financial results and budgeting.
- Ensures that a quality sanitation program is followed throughout the kitchen operation.
- Ensures proper monitoring of storage (including temperature setting) and rotation of food products to comply with Health Department regulations.

- Responsible for interviewing, hiring, training, planning, assigning, and directing work, evaluating performance, rewarding, and disciplining associates; addressing complaints and resolving problems.
- Creating special menus for Gourmet Dinners and presenting the menus to members at those dinners or other events.
- Manages department members that may include, but are not limited to chefs, cooks, stewards, etc.
- Assures that effective orientation and training are given to each new associate. Develops ongoing training programs.
- Monitors business volume forecast and plans accordingly in areas of workforce, productivity, costs, and expenses.
- Responsible for implementing and maintaining excellent service to achieve guest satisfaction.
- Communicate any changes or new policies and procedures to the department.
- Conducts staff meetings with subordinates.
- Maintains flexibility to take on new and different tasks as directed by the Department Manager.
- Incorporates safe work practices in job performance.
- Attends staff meetings.
- Ultimately, the Executive Chef of OBC is an important and positive face of culinary operations. He or she is an integral part of the overall success of the operation. The responsibility to lead this facet of the organization from a passionate, creative, supportive, progressive, and team-focused perspective is of critical importance for long-term success.

Attributes and Responsibilities

- An outgoing and friendly personality with a high potential to identify with and embrace the Club's unique culture.
- Leadership skills with the ability to motivate staff with a commitment to quality and excellence.
- Highly energetic; a self-starter with a "hands-on" approach to management.
- Excellent communication skills at all levels.
- A strong sense of service with proven staff development and training skills.
- The active promotion of the Club's dining program to all members and their families. The Executive Chef is expected to interact with members daily; actively soliciting members' opinions and input as to the Club's dining program.

Requirements

- Must have a degree in Culinary Arts. The ideal candidate will be working towards or will have achieved their Certified Executive Chef (CEC) Certification through the American Culinary Federation (ACF) or Pro Chef II certification through the Culinary Institute of America.
- 5-10 years previous experience as an Executive Chef at a private Country Club, high-end restaurant, resort, or hotel. Experience in both catering and ala carte experience is required.
- A strong history of verifiable high-end quality food management and an expert in developing food purchase specifications and standard recipes. Food consistency is of the utmost importance to the Orienta Beach Club membership.
- A career path marked with stability and professional achievement.
- The successful Executive Chef must possess a passion for providing high-quality member service and a commitment to exceeding members' expectations.
- A person of exceptional character; motivated, energetic, friendly, and dedicated to the profession.
- A friendly and outgoing personality with strong communication skills and high visibility with the staff and membership.
- The Executive Chef will possess knowledge of culinary trends and be creative in bringing new ideas to the Club.
- Takes tremendous pride in making members happy, exceeding their expectations, and fosters that accountability among the team - both BOH and FOH.
- Excellent verbal and written skills.
- The ability to operate a computer to enter, retrieve or modify data utilizing Microsoft Word, Excel, Outlook, Email, internet, and other software programs at a high level of proficiency.
- Impeccable and verifiable references. All candidates will be subject to a thorough background check.

Competitive Compensation & Benefits

- Competitive compensation/salary commensurate with experience and an annual performance bonus and benefits package commensurate with qualifications and experience.
- Medical insurance and Paid Vacation.
- Participation in the Club's 401(k) plan with Club match.
- Professional dues, educational allowance expenses, and other standard perks.
- Relocation assistance if required.

To be considered for this outstanding opportunity all cover letters and resumes should be received as quickly as possible. All information received will be kept in the strictest confidence.

Professionals who meet or exceed the established criteria are encouraged to send a compelling cover letter addressed to the Search Committee outlining their qualifications, experience, interests, and why the Orienta Beach Club and Westchester County will be beneficial for you, your family, and your career along with their resume to:

GSI Executive Search
Manny Gugliuzza, CCM, CCE
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This position is available immediately.