



Candidate Profile

Executive Chef

Hyannisport Club
Hyannis Port, MA
www.hyannisportclub.org

Organization

The Hyannisport Club is located on beautiful Cape Cod, Massachusetts and is approximately 70 miles from Boston. The community of Hyannis Port offers residents a quality of life focused on the natural setting and coastal environment. The Hyannisport Club, established in 1897, is one of the earliest golf courses on the Cape. The course itself was designed by Alex Findlay in 1901, then re-designed by Donald Ross in 1936 and plays from a yardage of 6,257 yards. While the course is short in terms of yardage, it is often called "the toughest 6,200 yards in golf" because of the famous Hyannis Port wind which usually blows directly off of Nantucket Sound. The club is located within walking distance of the Kennedy compound and JFK played here when he was on the Cape. The course has world-class views of the water and the surrounding tidal marshes looking out to Nantucket Sound.

A beautiful 15,000 sq. ft. Cape Cod style clubhouse features several areas for member and family dining which includes breathtaking views of Nantucket Sound. The Clubhouse went through a complete renovation in 2001, with a subsequent renovation in 2014 that converted a portion of the deck into a four-season member lounge overlooking the 18th green, and added an additional deck overlooking the first tee. There are three dining locations in the Clubhouse; the most popular being the deck area which opens onto the members' lounge and overlooks the Hall's Creek marsh and Nantucket Sound beyond. The decks seat approximately 90 members for daily lunch and dinner. The Quail Room is our ground floor dining room, which is open simultaneously to the deck four nights a week in the peak season, and as member dining when the main deck and dining room are being used for private events any time of year. The third space is the Dining Room itself, adjacent to the decks, this space accommodates up to 200 guests for private events, and is more often used for golf, and Club events as additional seating to the decks.

The third floor of the Clubhouse is storage and offices for Catering, Business and F&B Management who oversee our peak season staff of approximately 75 front, and back of the house, reception, youth activities, locker room and snack bar employees. The Club currently enjoys a roster of just under 500 families. Food and Beverage volume is approximately \$1.5 million annually.

Responsibilities

Culinary

- Responsible for all club culinary operations.
- Develop and implement "best practices" while providing the club members and guests innovative food industry trends that will complement the culinary culture in place at the Hyannisport Club.
- Strictly adhere to club policies and procedures. Develop and implement departmental policies as needed to foster a "member first" service culture.

- Be flexible with “off menu” requests, and member feedback.
- Responsible for the development, pricing and execution of all menus. The emphasis on “Platinum Club level” quality and consistency are paramount.
- Responsible for all food, and culinary supplies purchases as well as the quality, storage and security of same.
- Direct supervision of the staff in the production of all menus to ensure the highest quality ingredients, proper equipment usage, consistency, portion control, garnishing, and presentation.
- Assure the consistent adherence to kitchen and storage area sanitation standards. Strictly adhere to the club’s “zero tolerance” policy as to critical violations of health department inspections.

Leadership

- Responsible for maintaining a positive culture based on respect and professionalism which fosters the “Hyannisport Service Culture. This includes a zero tolerance for any type of harassment or unprofessional behavior.
- Recruit, train, schedule and evaluate the culinary staff. On a consistent basis, implement and enforce the employment policies in accordance with the “Employee Handbook.”
- Develop new strategies for recruiting personnel recognizing the seasonality of the Club, recruitment experience with H2B and culinary interns is essential, but must recognize the value, and availability of local employees.
- Respond to member comments, complaints and requests in a timely and positive manner with the goal of maximizing member satisfaction.
- Meet daily with the Clubhouse Manager, necessary management team members and related staff as to the planning and preparation of all menus to include appropriate quantities and staffing, concerning each meal period.
- Provide a visible, highly professional, encouraging, and positive “hands-on” direction to the staff to nurture a positive attitude, professional demeanor and atmosphere of cooperation and camaraderie among the entire clubhouse team.
- Be visible and engaging with members and their guests on a daily basis.

Administrative

- Responsible for planning and execution of annual operational and capital budgets.
- Prepare profit and loss statements for member and non-member events and private parties. Cost control is a priority, while not sacrificing a world-class dining experience for the members.
- Conduct monthly inventories, as well as other associated purchasing administrative duties, and the appropriate organization of all food storage areas.
- Attends Committee meetings as directed.
- Take an active role in continuing professional development and education, keeping aware of new industry trends, which will enhance the overall dining experience at Hyannisport Club.

Requirements

- A minimum of five years as an Executive Chef, Executive Sous Chef or comparable in high volume, high-quality venues; high-end private clubs.
- A strong background in club a la carte service with a focus on high end, large volume club events.
- Recognition as a skilled teacher and mentor with a verifiable record of staff/team development and promotion from within.
- A career path marked by stability and professional achievement.
- Responsibility for operations with multiple facilities/outlets is a plus.
- The “CEC” designation is preferred. A culinary degree from an accredited institution.
- A broad-based culinary background. Knowledge of regional cuisines is a plus as well as a working knowledge of current culinary trends and innovative cuisines.
- A friendly and outgoing personality with strong communication skills.

- A working knowledge of computer programs and POS (Jonas) system is a plus.
- An unswerving commitment to the profession.
- Impeccable and verifiable references.

Compensation and Benefits

Hyannisport Club offers an attractive and competitive compensation and benefits package, including:

- Base salary and performance bonus.
- Standard benefits, including Simple IRA (after 2 years) and health/dental benefits, with an employee contribution.
- ACF and local education.
- Position available immediately

Professionals who meet or exceed the established criteria are encouraged to send a cover letter and resume in Word format to:

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518-852-0986
