

CANDIDATE PROFILE

Executive Chef
Odessa Country Club
Odessa, TX

www.odessacc.com



The Organization

Founded in 1939, Odessa Country Club has long been recognized as a cornerstone of West Texas hospitality and community. Established by a group of visionary leaders who sought to create a gathering place that combined recreation, fellowship and tradition, the Club has grown into one of the region's most respected private clubs.

Over the decades, Odessa Country Club has consistently invested in its facilities, programming and member experience. Today, the Club is home to two championship golf courses—The Old Course and The Links—which offer distinct and engaging experiences for golfers of every skill level.

Beyond golf, Odessa Country Club features exceptional dining, tennis, aquatics, fitness and family programming. With a rich history, strong community relationships, and a forward-looking vision, the Club continues to serve as a premier destination for West Texas families who value excellence, camaraderie and an elevated private club experience.

ABOUT TRAVIS CLUB

- Initiation Fee: \$35,000
- Annual Dues: \$10,500
- Memberships: Approximately 1,100
- Club Revenues: Approximately \$17 million
- Food and Beverage Revenue: Approximately \$4.2 million
- À La Carte vs. Banquet Mix: 65% / 35%
- Food and Beverage Outlets: Three
- Full-Time Food and Beverage Employees in Season: Approximately 60
- Full-Time Food and Beverage Employees Off Season: Approximately 50
- Club POS and Accounting Systems: Cobalt

Position Overview

Odessa Country Club is seeking an experienced, creative and highly engaged Executive Chef to lead all aspects of the Club's culinary operation.

Reporting to the General Manager/COO, the Executive Chef will be responsible for culinary quality, menu development, kitchen operations, financial performance, food safety, team leadership and the consistent delivery of exceptional dining experiences across the Club's à la carte outlets, member events, banquets, tournaments and private functions.

The successful candidate will be a visible and approachable leader who understands the unique expectations of a private-club membership. The Executive Chef must balance culinary creativity with consistency, approachability, operational discipline and an understanding of members' preferences.

Of particular importance will be the Chef's ability to build, develop, and retain a talented culinary team within the Midland-Odessa market. The selected individual should be eager to become involved in the broader community, establish relationships with local culinary professionals, schools, vendors and hospitality organizations, and create a strong employment reputation for Odessa Country Club.

The Club is looking for a culinary leader who views this as a long-term opportunity to become part of OCC and the West Texas community—not simply the next position on a resume.

Responsibilities

CULINARY LEADERSHIP & MEMBER EXPERIENCE

- Establish and maintain high standards for food quality, flavor, presentation, consistency and timeliness throughout all Club dining venues.
- Develop innovative, relevant and seasonally appropriate menus that reflect member preferences while introducing thoughtful new culinary experiences.
- Balance elevated cuisine with the familiar, approachable offerings expected within a family-oriented private club.
- Maintain a visible presence during dining periods, Club events and major functions.
- Build relationships with members and actively seek feedback regarding menus, dining experiences and culinary programming.
- Respond professionally and promptly to member comments, concerns and special requests.
- Create memorable culinary experiences through themed dinners, wine events, holiday celebrations, chef-driven events and other member programming.
- Accommodate dietary restrictions, allergies and special nutritional requests with care and consistency.

KITCHEN OPERATIONS

- Direct all culinary operations across the Club's three food and beverage outlets, banquet functions, member events, tournaments and private events.
- Establish effective kitchen systems, production schedules, recipes, plating standards and quality-control procedures.
- Ensure effective communication and coordination between the culinary team, front-of-house leadership, event professionals and other Club departments.
- Participate in banquet event order and function-planning meetings to ensure accurate preparation and execution.

- Maintain clean, organized, safe and efficient kitchens, storage areas, and culinary workspaces.
- Oversee purchasing, receiving, storage, inventory control, production and waste management.
- Evaluate equipment needs and provide recommendations regarding repairs, replacements and future capital improvements.
- Remain actively involved in daily kitchen operations while empowering and holding the culinary leadership team accountable.

TEAM DEVELOPMENT & RETENTION

- Recruit, hire, train, schedule, mentor and evaluate culinary employees.
- Build a cohesive and dependable culinary team capable of supporting both à la carte and banquet operations.
- Develop sous chefs, supervisors, cooks, stewards and other team members through structured training and professional-development opportunities.
- Establish clear expectations, performance standards, recipes, procedures and lines of accountability.
- Foster a respectful, professional and team-oriented kitchen culture.
- Create an environment in which employees feel supported, valued, challenged and motivated to build careers at Odessa Country Club.
- Address performance issues promptly, fairly and constructively.
- Develop succession plans and cross-training programs to strengthen the long-term stability of the culinary department.
- Maintain staffing levels that support service expectations while remaining mindful of productivity and labor costs.

COMMUNITY ENGAGEMENT & TALENT DEVELOPMENT

- Become actively involved in the Midland-Odessa community and serve as a positive ambassador for Odessa Country Club.
- Develop relationships with local culinary schools, hospitality programs, professional organizations, vendors and community partners.
- Identify creative opportunities to recruit culinary talent from across West Texas and the surrounding region.
- Establish internships, apprenticeships, mentoring opportunities or other programs that may help develop the local culinary workforce.
- Build Odessa Country Club's reputation as a desirable and respected place for culinary professionals to work and grow.
- Demonstrate a sincere interest in becoming part of the community and developing a long-term future with the Club.

FINANCIAL MANAGEMENT

- Develop and manage the culinary department's annual operating and capital budgets in collaboration with the General Manager/COO and financial leadership.
- Monitor food costs, labor costs, inventory, purchasing, waste and other key performance indicators.
- Establish and maintain standardized recipes, portion controls, costing procedures and inventory systems.
- Analyze menu performance and recommend pricing or product changes when appropriate.
- Conduct regular inventories and ensure accurate purchasing and receiving practices.

- Negotiate effectively with vendors while maintaining appropriate standards for quality and availability.
- Deliver strong value to members without compromising the quality of the dining experience.
- Provide timely reporting and communicate variances, challenges and corrective-action plans to Club leadership.

FOOD SAFETY & COMPLIANCE

- Ensure compliance with all health, sanitation, safety and employment regulations.
- Maintain current food-safety certifications and ensure appropriate certification and training throughout the culinary team.
- Establish and enforce procedures for sanitation, temperature control, food storage, allergen awareness and workplace safety.
- Maintain accurate records and ensure the culinary operation is consistently prepared for inspections.
- Promote a culture in which cleanliness, safety and responsible food handling are shared priorities.

INITIAL PRIORITIES

During the first year, the Executive Chef will be expected to:

- Build trusting relationships with members, employees, and Club leadership.
- Assess the current culinary operation, staffing structure, menus, systems, equipment and service standards.
- Develop a clear plan for strengthening culinary consistency and the overall member dining experience.
- Recruit, develop and retain a strong culinary leadership team.
- Establish an effective presence within the Midland-Odessa community and begin developing a sustainable local talent network.
- Evaluate food and labor costs and identify opportunities to improve financial performance without diminishing quality.
- Strengthen communication and collaboration between culinary, front-of-house, banquet and event teams.
- Introduce thoughtful menu enhancements and culinary programming that generate member excitement and participation.
- Develop a long-term vision for the OCC culinary program that aligns with the Club's culture and strategic direction.

Qualifications

- A minimum of seven years of progressive culinary leadership experience, including experience as an Executive Chef, Executive Sous Chef or senior culinary leader.
- Private-club experience is strongly preferred; experience within an upscale resort, luxury hotel, high-volume restaurant or similarly complex hospitality environment may also be considered.
- Demonstrated experience overseeing both à la carte dining and banquet or event operations.
- Proven success recruiting, training, developing and retaining culinary teams.
- Strong knowledge of menu development, recipe standardization, purchasing, inventory management, food costing and labor management.

- Experience managing a multi-outlet culinary operation with significant seasonal, event and tournament activity.
- Thorough knowledge of food safety, sanitation, workplace safety and applicable health regulations.
- Strong communication, organization, planning and interpersonal skills.
- Proficiency with Microsoft Office and food and beverage POS, inventory and accounting systems.
- Culinary degree or formal apprenticeship is preferred, although equivalent professional experience will be considered.
- Certified Executive Chef designation through the American Culinary Federation is a plus.
- Membership in professional culinary or private-club organizations is encouraged.

Skills, Background & Personality

- A talented and experienced culinary leader with a passion for quality, consistency and hospitality.
- A hands-on Executive Chef who enjoys being present in the kitchen and engaged with the culinary team.
- A visible, personable and approachable leader who is comfortable interacting with members.
- A strong recruiter, trainer, mentor and team builder.
- Creative and forward-thinking while respecting the traditions and preferences of the membership.
- Financially disciplined and experienced in managing food costs, labor, purchasing, inventory and budgets.
- Organized and capable of managing multiple dining outlets, banquet functions, tournaments and special events.
- Collaborative and able to build productive relationships across food and beverage, events, finance, human resources and senior leadership.
- Calm, professional, and solutions-oriented in a fast-paced operating environment.
- Willing to listen, receive feedback and adapt thoughtfully.
- Genuinely interested in becoming involved in the Midland-Odessa community and building a long-term career at Odessa Country Club.
- A leader of high integrity who demonstrates accountability, humility, professionalism and respect.

Competitive Compensation

Salary will be commensurate with qualifications and experience. Odessa Country Club offers a competitive compensation package and an excellent benefits program, anticipated to include:

- Medical, dental and vision insurance
- Life and disability insurance
- 401(k) retirement plan
- Performance-based bonus opportunity
- Continuing education and professional-development support
- Relocation assistance, as appropriate
- Additional Club benefits and employment privileges

To be Considered

A full background check and drug screening will be conducted for the selected candidate. Qualified professionals are encouraged to submit a current résumé and a thoughtful cover letter outlining their interest in the Executive Chef opportunity, leadership philosophy, culinary approach, and willingness to become part of the Midland-Odessa community.



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