**Director of Food & Beverage**

**Position Summary:**

Wildcat Run Golf and Country Club seeks a dynamic, visible and accessible leader to manage food and beverage operations, cost controls, labor management and development of revenue generating programs for a la carte, banquet and special events. A friendly, outgoing personality is a necessity as is a strong working knowledge of what constitutes a “premier club experience” and the ability to deliver it. The Director of Food & Beverage reports to the Clubhouse Manager and supervises the Food & Beverage Manager, front-of-the-house service staff and bartenders.

The ideal candidate must be able to motivate and direct a staff to exceed the expectations of the membership and guests. They will have a verifiable track record of successfully leading and growing a premier food and beverage operation including building revenues, controlling costs, and meeting or exceeding planned and budgeted bottom line goals and objectives. He or she will be proactive, not reactive and have a high degree of integrity, operating with an unwavering respect for staff and members alike. Potential candidates will possess all the requisite skills, leadership qualities and personal traits suited for a private club environment. A friendly, outgoing personality is a must, as is a strong working knowledge of first-class high-end food and beverage service and management. The club seeks an individual who can instill in staff the importance of exceptional food and beverage service and management. The goal of the staff is to provide members with excellent service and quality on a consistent basis.

**About Wildcat Run Golf & Country Club:**

Wildcat Run Golf & Country Club is located in Estero, Florida, just south of Fort Myers and north of Naples. Wildcat Run is a member owned Private Equity Club with 467 total memberships and 300 Golfing Members. The 18-hole Golf & Country Club opened in 1985. The most famous name in golf, Arnold Palmer, designed Wildcat Run to be the kind of golf course he would find challenging, yet fair, for all levels of golf ability. In 2018, there was a $3.5M transformation of Wildcat Run’s clubhouse. The 26,000-square-foot clubhouse with a 250-person capacity was reconfigured to increase the main entry and bar/lounge. The clubhouse interior furniture and finishes were updated in a timeless, modern design with traditional touches.

In January 2020, a $4+M construction initiative began for a new grill room with 12,000 square feet of new construction that will seat over 200 people. The new construction includes a new dining room, lounge, state-of-the-art kitchen, indoor/outdoor bar, outdoor dining area and card rooms. The project, which will also add bocce
courts and fire pits, is scheduled to open in the fall of 2020. Overall, Wildcat Run Golf & Country Club has recently invested over $8M into its facilities and its future.

Tennis players enjoy five Har-Tru courts and a variety of clinics and mixers. And the contemporary fitness and wellness facility offers the latest in exercise equipment, as well as trained staff for group or private instruction.

Position Responsibilities and Knowledge Required:

- Monitors the financial performance of the department for labor, supply purchasing, inventory and expense control.
- Participates in the development of the annual operating budgets and is responsible for achieving them.
- Responsible for keeping up with new technology, techniques and products and incorporating them into the dining experience.
- Provides an inviting and safe environment by ensuring all routine cleaning, preventive maintenance, repair work and safety processes are appropriate and completed expeditiously at all food and beverage production and serving areas.
- Leads the F&B team by attracting, recruiting, training, retaining and appraising talented personnel, remaining in compliance with state/federal labor laws and club policies.
- Strong computer skills being responsible for training, maintaining and reporting using the club’s POS system (JONAS).
- Establishes quantity and quality output standards for personnel in all positions within the department.
- Must be personable with members while maintaining a respectful professionalism.
- Has exceptional communication, interpersonal and customer service skills. Must be a team player and customer service oriented.
- Helps plan and approve external and internal marketing and sales promotion activities for the department’s outlets and special club events and shows passion for creating great experiences.
- Consults daily with the Executive Chef and other club administrators to help assure the highest level of member satisfaction at minimum cost.
- Establishes quantity and quality output standards for personnel in all positions within the department.
- Addresses member/guest complaints and advises the Clubhouse Manager about appropriate corrective actions.
- Reviews, with the Executive Chef, menu items, pricing and menu designs for all outlets, special events and banquet events.
- Monitors purchasing and receiving procedures to ensure proper quantity, quality and price for all purchases.
- Creatively promotes and sells the club’s dining facilities for private banquets, weddings and outside events to increase revenue.
- Maintains responsibility for ongoing facility inspections throughout the clubhouse to assure cleanliness, maintenance and safety, and ensures all standards are consistently maintained.
- Develops detailed plans for each catered event in conjunction with the club’s Function Committee, Clubhouse Manager, Executive Chef and housekeeping staff.

Educational Qualifications and Compensation:

- A Bachelor’s Degree from a four-year university or college is desirable, preferably in Hospitality Management.
- In lieu of the degree; substantial high-end, private club or hospitality experience may be considered.
Minimum of three years Food and Beverage management experience with responsibility for departmental P/L, revenues of over $1 million and 50+ employees preferred.

This position is required to work a varying schedule based on the club’s need. This schedule will include nights, weekends and holidays.

Compensation of base salary and annual performance bonus is commensurate with qualifications and experience. Benefits include medical (100% premium paid by the club), dental, vision and life insurance, vacation, simple IRA with club company matching percentage and continuing CMAA education. Additionally, Wildcat Run will reimburse cell phone expense for business purposes. Wildcat Run is dedicated to supporting the needs of its team through its commitment to the family/work life balance, providing development opportunities, free employee meals, staff activities and events and a team atmosphere. Wildcat Run Golf & Country Club is an EEOC company and a Drug-Free Workplace.

Qualified applicants should send a resume with cover letter to:

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