

**CLUB NAME:**

Black Rock Country Club, Hingham, MA

**JOB OPENING TITLE:**

Assistant Food and Beverage Director

**FACILITIES DESCRIPTION:**

Black Rock Country Club, a family-oriented club on Boston's South Shore is recognized as one of the region's premier private golf clubs. Nestled within a gated residential community, Black Rock boasts extraordinary golf, a vibrant membership including tennis, swimming, dining and youth programs, and a full-service events facility and staff that hosts weddings, special events and holiday parties.

**CANDIDATE QUALIFICATIONS:**

The Assistant Food and Beverage Director will oversee the day to day operations of the Restaurant/Grille Room, poolside cafe and the 10th tee Kiosk, all while implementing and maintaining superb dining and beverage experiences for all members and their guests. This position requires food, wine and beer knowledge, strong organizational and communication skills. This full-time, year-round management position reports to the Food and Beverage Director and works closely with the Executive Chef and Events Director. They are expected to have a strong presence to the membership and on the floor, must be willing to work evenings, weekends and select holidays as business demands

The polished manager will supervise staff with a hands-on, positive approach, while consistently exceeding members' expectations. This will be through comprehensive and ongoing training, on the floor evaluation of service standards being met, and proper hiring as the activity level and events business warrants. Additional responsibilities include scheduling, budgeting, ordering, managing the reservation system and point of sale system, overseeing Housemen to complete function and dining room set ups, and oversee dining related capital projects.

**EDUCATIONAL AND CERTIFICATION QUALIFICATIONS**

- A Bachelor's Degree from a four-year university or college is desirable, preferably in Hospitality Management.
- Minimum two years experience in fine dining, at a private club or resort in a leadership position.

**BENEFITS:**

- Paid vacation time, eligible to be taken within 60 days of starting
- Eligible for company sponsored health and dental benefits
- Company paid Life and AD&D insurance
- Eligible for company 401k plan

**COMPENSATION:**

\$50,000 - \$58,000, based on experience and qualifications

All applicants should submit a cover letter and resume to [humanresources@blackrockcc.com](mailto:humanresources@blackrockcc.com).