



FALMOUTH YACHT CLUB

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# CLUBHOUSE MANAGER





## **ABOUT THE CLUB:**

For over three generations, Falmouth Yacht Club has provided an exceptional member experience by combining our premier oceanfront location with excellent services, facilities and programs.

Originally established in 1946 by a small group of sailing enthusiasts, FYC has resided on the shores of Falmouth Harbor and Vineyard Sound, evolving into an unmatched location for beaching, boating, waterfront sports and clubhouse activities.

The club is very committed to its Falmouth roots and serving its over 400 count member community. Fiscally responsible and open minded while focusing on smart and steady growth, FYC recently completed a \$2 million dollar renovation of its facility, providing a warm and inviting oceanfront destination for its membership.

## **SOME FACTS ABOUT FYC:**

- 430 Member individuals or families
- Private Member owned Club (501c7)
- \$1.2 Million in annual Food and Beverage sales
- 80% A la Carte / 20% Function Sales
- 90-seat restaurant / 30-seat Bar / Deck Dining in season additional 50 seats
- Seasonal Beach Snack Bar from June to Labor Day.
- The club is open 6 days per week from Memorial Day through September offering Lunch & Dinner. The shoulder seasons are open Thursday-Sundays (January – Club closed)

## **POSITION OVERVIEW:**

This represents an exceptional opportunity for an experienced professional in club food and beverage management, particularly one who is invigorated by the challenges and prospects presented by a newly established facility that combines modern amenities with a rich history of loyalty among its members.

The selected individual will be responsible for overseeing the club's dining services and beverage production within the establishment. This role includes direct supervision of the Bar Team, Service Team, Club Steward, and Parking Attendants, as well as implementing and monitoring departmental budgets. Additionally, the individual will create and distribute internal marketing materials and communications aimed at both members and staff through event flyers, website and email announcements.

Additionally, this professional will be tasked with hiring, training, and supervising subordinate staff, applying relevant marketing principles to ensure that the desires and needs of club members and guests are consistently met and surpassed.

This is a year-round position. Salary will be commensurate with qualifications and experience, including a competitive bonus and benefits package. Employment eligibility verification and outstanding references will be required.



## **JOB KNOWLEDGE, CORE COMPETENCIES AND EXPECTATIONS**

- Food and beverage cost controls and operating procedures.
- Hospitality Accounting.
- Website & email marketing and promotions.
- Wine, spirits and bar operations.
- Point-of-sale systems. Jonas Encore is preferred.
- Strong interpersonal and organizational skills.
- Polished, professional appearance and presentation.
- Efficient time management skills.
- Build a team, train, and maintain employee teams.
- Effective communication through all department levels and throughout the club.

## **CANDIDATE EDUCATION AND WORK EXPERIENCE:**

- Four-year college or university degree in Hospitality Management or Culinary Arts.
- Five years or more as a food and beverage manager with three of those years in a similar position in a club dining situation.
- Seasoned professional with a minimum of 5 – 10 years of experience, with at least 5 years in a financial management role in a membership/customer driven organization.
- Strong character and high ethical values
- Driven leader with a strategic and visionary mindset.
- Excellent leadership, management, supervisory, customer service and interpersonal skills.
- Professionalism, diplomacy and tact to optimize a positive club image to all.
- Demonstrated ability to work collaboratively with a Board structure.
- Integrates well with all levels of employees.
- Excellent verbal and written communication and presentation skills.
- Proficient computer skills. Jonas experience a plus.
- Experience with Food and Beverage environment strongly preferred.

## **LICENSES AND SPECIAL REQUIREMENTS**

- Choke Safe Certification
- T.I.P.S Certification
- Serve Safe Preferred
- AED Certification Preferred

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Deadline for applications is January 22, 2025. A current resume and cover letter should be forwarded to:

Michael Ceku, General Manager, gm@flamouthyc.com