



**DIRECTOR OF RESTAURANT OPERATIONS:
Wellesley Country Club
Wellesley, MA**

THE DIRECTOR OF RESTAURANT OPERATIONS AT WELLESLEY COUNTRY CLUB

Wellesley Country Club, sixteen miles from downtown Boston in the beautiful town of Wellesley, MA is searching for a Director of Restaurant Operations for one of the top private clubs in the Northeast.

ABOUT WELLESLEY COUNTRY CLUB

WCC is ranked among the top private golf clubs in the Northeast with its rolling landscapes and grand clubhouse at the center of the Club's campus. WCC is widely known for its focus on family and its close-knit membership community, for over 110 years.

WCC boasts an impressive 56,000 square foot clubhouse which opened in in 2008. The Club offers members and their guests unique dining experiences in the family-style Wellesley Room, the more formal 1910 Grille Room and Bar, and a seasonal outdoor patio. The club's several function rooms are popular venues for special occasions and celebrations throughout the year.

The new pool complex includes the Pool Cafe, kiddie pool, sports courts and Sunset Terrace that is offered from Memorial Day to Labor Day.

WCC has hosted over a dozen championships sponsored by the USGA and MGA. The golf course is one of only two courses designed by Donald Ross, Wayne Stiles and Geoffrey Cornish, New England's most prolific and distinguished golf course architects.

The Racquets Programs at Wellesley Country Club are considered some of the best in the Northeast. The club offers year-round tennis/pickleball as well as six outdoor clay courts. The state-of-the-art Platform Tennis facility includes four courts and a paddle tennis hut. In November of 2022, the club also completed a 42,000 square foot Sports Complex with an additional four indoor tennis courts/ eight pickleball courts, and two golf simulators.

WELLESLEY COUNTRY CLUB BY THE NUMBERS:

- The Club has an annual operating budget of nearly \$18.5M
- F&B operations revenues are \$4M annually
- Approximately 23,000 rounds are played annually
- Approximately 800 family memberships
- Approximately 85 full time and 100 part time or seasonal employees.
- The average age of members is approximately 56.
- The club uses Jonas for its POS and Club Accounting Systems

WELLESLEY COUNTRY CLUB WEB SITE: www.wellesleycc.com

DIRECTOR OF RESTAURANT OPERATIONS POSITION OVERVIEW

The Director of Restaurant Operations oversees outlet dining services throughout the club, which includes the 1910 Grille Room, Wellesley Room, Outdoor Patio, Golf Snack Bar, and seasonal Pool Café operation. The DOR also directs the club's beverage program including but not limited to our WCC Member Wine Locker program. The successful candidate oversees the creation, implementation and execution of all service standards and processes in the dining operation, while providing vibrant and innovative leadership to members, staff, and managers. They are expected to be highly visible and interactive with members and staff.

The Director of Restaurant Operations will play a critical role in the development of a culture of learning and hospitality for the service staff. The DOR will be the driving force in regular staff training and education with an eye towards elevating standards throughout the dining operations to include both service and product offerings.

The DOR must be a proactive and assertive leader in the process of strategic planning and talent acquisition and retention. They must consider evolving trends at the club and in the industry at large. The new DOR should also have a history of success and of recognizing, respecting, and supporting the contributions of members of the team, many of whom have been a part of Wellesley Country Club for years.

CANDIDATE QUALIFICATIONS

- Is a passionate leader with strong credentials and work ethic, and a proven track record of providing premier-level hospitality services.
- Has a verifiable track record of successfully leading and growing a dynamic program and departmental operation including building revenues, controlling costs, and meeting or exceeding planned and budgeted bottom-line objectives.
- Believes relationships are of great importance and is successful at finding solutions for all sides.
- Is a person who can motivate, develop, and share credit with their staff.
- Has a positive attitude; is professional in nature with a high degree of integrity and can handle a fast-paced, high-energy environment among membership and staff.

- Has an intuitive style resulting in a sincere and visibly engaged presence with members, guests, and staff.
- Professional experience leading a successful beverage program as well as knowledge and expertise in wine sales.
- A professional career track record in clubs or related fields; stability and experience in high-volume, highly respected clubs, resorts, hotels, or restaurants.
- Sound knowledge of human resources practices, including wage and hour laws, employment and discharge, equal opportunity employment, OSHA, and the full range of employee benefits.
- Strong verbal and written communications skills. Comfortable speaking in front of a wide variety of groups including staff and board committees.
- Detail-oriented, able to see things needing attention, operations, systems, and facilities expertise.
- Has an energetic and outgoing personality and can demonstrate excellent problem-solving skills.
- Organized and capable of creating standard operating procedures for the team to follow.
- Demonstrate the ability to balance competing priorities in a high-volume, fast-paced environment and demonstrate appropriate time management.

EDUCATION AND/OR EXPERIENCE

- A college degree in Hospitality, Finance, and/or Business Management is desirable but not required.
- Ten years or more working in hospitality with at least five years in a similar position. Club experience preferred.

SALARY AND BENEFITS

Salary Range: \$90,000 – \$110,000 plus bonus, commensurate with qualifications and experience.

Wellesley Country Club also offers a benefit package that is one of the best in the industry to include:

- Health Insurance
- Dental Insurance
- Vision Insurance
- FSA
- 401K plan with company match
- Term life insurance paid 100% by the Club
- Short-term and long-term disability paid 100% by the Club
- Vacation days
- Sick days
- Paid holidays
- Paid bereavement leave
- One complimentary meal per shift for all Clubhouse employees
- Employee golf privileges
- CMAA Membership dues and education
- Complimentary parking
- Employee Discounts Golf, Tennis, Fitness Apparel

INSTRUCTIONS ON HOW TO APPLY

Please send your resume and cover letter to nconstantinou@wellesleycc.com

Prepare a thoughtful cover letter addressed to Wellesley Country Club / Nick Constantinou, AGM and clearly articulate your alignment with this role and why you want to be considered for this position at this stage of your career.

Interviews will be conducted in March 2023. The new candidate should assume their role in April 2023.

The Club provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, gender identity, sexual orientation, national origin/ancestry, age, disability, genetic information, pregnancy or status as a military service member or veteran in accordance with applicable federal, state and local laws.