



CLUB NAME:

Winchester Country Club

CLUB CITY/STATE:

Winchester, MA

JOB OPENING TITLE:

Food and Beverage Director

FACILITIES DESCRIPTION:

The Winchester Country Club is a private family-oriented club with many third-generation memberships. Established in 1902 and situated 11 minutes north of Boston, this Club is owned by upward of 700 members. The club includes an 18 hole Championship Donald Ross course, a Golf Learning Center, Swimming Pool, A Sports Center, three paddle courts and four lighted clay tennis courts as well as both golf and tennis pro shops. The traditional style club house includes multiple dining options and is open six days a week in season to accommodate both casual and upscale tastes. Member events range from golf tournament dinners and themed social nights to family fun activities.

CANDIDATE QUALIFICATIONS:

Winchester Country Club seeks a highly motivated professional who will join our hard-working, fun team, with an interest in professional development and internal growth opportunities. They will be responsible for all aspects of the front of house food and beverage operation. With an emphasis on directing and overseeing the training and development of all front of house food and beverage employees. Bachelor's degree (BA) from four-year college or university; or two to five years related experience and/or training; or equivalent combination of education and experience.

JOB SUMMARY & ESSENTIAL FUNCTIONS:

Responsible for leading the club's Front of House dining services with a strong emphasis on communication, training, scheduling and employee development. This full-time, year-round position that interviews, hires, trains and supervises subordinates as well as applies relevant training principles to assure well trained employees meet, and consistently exceed, the needs of club members and guests.

Selected Job Tasks and Duties

- Assures that effective orientation and training for new staff and professional development activities for experienced staff are planned and implemented.

- Select, train, schedule, supervise, and evaluate service staff.
- Must be a "hands on" leader on the floor when required.
- Has input to the department's long-range staffing needs.
- Works closely with the Executive Chef on menu development.
- Is actively engaged in attracting and retaining talented employees.
- Helps to establish updates and maintains all written training standards and procedures for the department as needed.
- Works with the General Manager to create and execute innovative food and beverage strategies.
- Serves as manager-on-duty on a scheduled basis.
- Attends committee meetings where required.

COMPENSATION:

Salary is open and commensurate with qualifications and experience.

BENEFITS

- Medical BCBS Plan (employee contribution)
- Dental Blue Plan BCBS (employee contribution)
- Eye Med Vision Plan (employee contribution)
- Life with AD&D Insurance and Long Term Disability Insurance (company paid)
- CMAA Dues
- An awesome place to work!

APPLICATION DEADLINE:

March 21st , 2023

Please send your resume with a letter of interest aligned to the above-mentioned expectations to:

Jim Simmons

General Manager

468 Mystic St

Winchester, MA 01810

jsimmons@winchestercc.org