



**ALDERBROOK
GOLF & YACHT CLUB**
330 E Country Club Drive East
Union, WA 98592
www.alderbrookgolf.com

Food & Beverage Manager Opportunity at Alderbrook Golf & Yacht Club

An exciting opportunity exists for an experienced Food & Beverage Manager to work at an active HOA with an active Restaurant, within a fun, upbeat golf club environment. The F&B Manager will be responsible for all dining along with driving innovation within the member and guest experience.

The HOA is home to an 18-hole golf course designed by Ray Goss and Glen Proctor, driving range, practice area, PGA staffed golf shop, two outdoor hard courts, two pickle ball courts, 4 bocce courts, 2 horseshoe pits, many walking – hiking – biking trails in an around the community, and annex. The dining facilities include a lounge and bar area that seats 30, casual dining that seats 45, private function space that seats 40, a meeting room that seats 40 and outdoor dining that seats 32. The Clubhouse Restaurant is open to AGYC Members and the public.

Food & Beverage Manager Position Overview

This role is a Leadership position and will work directly with the Team to ensure there is clear and consistent communications as it pertains to daily a la carte dining and club events / private banquets. The F&B Manager will ensure that Member and guest expectations, service, presentation, and overall Food & Beverage operations are delivered and maintained to a consistent standard of excellence on a daily basis and consistent with the AGYC Brand.

The Alderbrook Golf & Yacht Club F&B Manager will be hands on while assisting with the Front of The House Team including the Beverage Team. The F&B Manager will communicate with the Culinary Team to review daily specials, dietary restrictions for Members and guests, as well as any special details or celebrations occurring in the a la carte dining areas. They will be responsible for training and development at the club, putting systems and process in place to deliver consistency to our members and guests.

Responsibilities:

- Hire, train and supervise F&B Team members to promote a professional, inclusive and serving culture. One that promotes continual improvement, clear communication and direction while providing excellent and consistent service to our members and guests.
- Be a positive and enthusiastic motivator for all Food & Beverage Team Members.

- Be an active and dynamic recruiter of team members and someone who inherently enjoys developing and building his/her team and leading them to significant, positive membership satisfaction outcomes.
- Have a passion and aptitude for teaching, motivating and training for all food service personnel, working, as necessary, with the staff directly responsible for operations.
- Be a focused and consistent evaluator of personnel, ensuring that standards of conduct and delivery are met; this includes oversight of high standards of appearance, hospitality, service, and cleanliness of the clubhouse facilities.
- Conduct and/or oversee training programs for food service personnel on various issues including service techniques, knowledge of menu items and daily specials, sanitation, team building and conflict resolution; regularly test and evaluate knowledge and understanding of these expectations.
- Ensure that an effective orientation and onboarding program exists in all areas of responsibility, along with consistent professional development and training.
- Be a collaborative team player who is willing to be “hands on” when necessary but understands when to step back and lead the team.
- Take personal ownership of his or her area of responsibility, and overall appearance of the operation and understand the need to be consistently “member ready” in both appearance and service.
- Establish standard operating procedures and processes for all dining areas. The F&B Manager should also be flexible and adaptable to making changes in existing policies and procedures.
- Recommend, monitor and manage policies, operating procedures and staffing for all Food & Beverage areas; recognize the needs and consistently perform to high levels of service in each of these operating areas.
- Write weekly work schedules for FOH and Beverage Team, monitor Culinary Team schedules. Establishing targets, Key Performance Indicators (KPI's), schedules, policies and procedures, to achieve budgeted results.
- Oversee all dining areas to ensure smooth and consistent experience commonality in all operations, high levels of member and guest satisfaction, quality food products and exemplary service.
- Assist with the design of exceptional menus, purchase goods, and continuously make necessary improvements throughout the club.
- Meet with members and guests to plan special events as necessary. Direct and lead the events as necessary.

Candidate Qualifications

To be successful in this job, an individual must be able to perform each essential duty. The requirements listed above are representative of the knowledge, skill, and abilities required. Very strong F&B skills are necessary, as is an intuitively respectful style and mentoring, nurturing, developing approach to staff and team. Alderbrook Golf & Yacht Club is a high expectation club operation with multiple operating outlets, events and activities occurring simultaneously; the ability to be able to manage and lead in such an environment in an organized, thoughtful manner is critically important.

Requirements:

- Proven Food & Beverage supervisory experience.
- Working knowledge of various computer software programs (MS Office, Restaurant Management Software, POS, previous experience with Teesnap is a plus).
- Professional and extensive knowledge of food, beverage and member first service.
- Communication and leadership skills.
- Familiar with current Food & Beverages trends and best practices.
- Ability to motivate and manage a Team.
- Member/guest-oriented and service-minded. Passion for innovation around Member and Team Experiences.
- Hospitality / Culinary school diploma or degree in food service management or related field.
- The Food & Beverage Manager's schedule must be flexible and usually include evenings, weekends and holidays.

Salary and Benefits Salary

Open and commensurate with qualifications and experience. Includes health, dental and vision insurance, 401-K, paid vacation.

Please email resume with letter of introduction to gm@alderbrookgolf.com

Jim Repeta, CCM, CCE
General Manager
(360) 898-2560 ext. 12