

Catering Director
Canoe Brook Country Club
Summit, New Jersey

This Platinum Club of America was founded in 1901 and is located approximately 30 minutes from NYC. The Club has completed a \$25 mil Clubhouse, Pool House and Performance Center renovation project. Canoe Brook has 36 holes of scenic golf, tennis, paddle tennis and a pool complex. The Club serves an active, family-oriented membership six days a week for lunch and dinner and is open 11 months a year. Gross annual revenues are \$18,000,000 with Food and Beverage revenues of \$4,300,000 with a 60/40 split between Member dining and banquets.

The Catering Director plans the details of private and Club-related events including social catering events such as weddings & galas, business meetings, holiday parties, Member sporting events, golf outings, pool parties, etc. This position works closely with the hosts of the events and other club employees to identify, document, communicate and oversee the details of each event. This position requires the individual to be available nights, weekends and holidays.

The Catering Director reports directly to the General Manager while working closely with the Director of Food Service Operations and Executive Chef. There is constant interaction with the Dining Room and Beverage Managers to ensure the success of Member and private events. Visibility to and rapport with the membership is considered extremely important.

The successful candidate will be a highly motivated team player with experience in sales and event management. The position requires a high-energy individual with polished written and oral communication skills as well as computer skills, time management acumen, attention to detail and a strong working knowledge of and passion for food and beverage operations. The ability to work with all Member demographics is a key component to success in this position.

Salary: Commensurate with qualifications and experience. Benefits include medical, vacation, 401k with club match and professional club-related educational opportunities.

Please forward resumes to:

Albert Costantini, CCM, CCE
General Manager/COO
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