



BROOKLAWN COUNTRY CLUB

EST. 1895

HOME OF THE:

2021 USGA U.S. Women's Senior Open

2023 MGA 68th Ike Championship

An A.W. Tillinghast Golf Course Design

SEEKING: DINING ROOM MANAGER

RELATED TITLES:

GRILL ROOM MANAGER, DINING SERVICES DIRECTOR, RESTAURANT SUPERVISOR

BROOKLAWN CC WEB SITE: www.brooklawncc.com

Brief History: Brooklawn Country Club was established in 1895 as a private member Club located in beautiful Fairfield, CT, one of the original clubs in the area. Brooklawn features a championship 18-hole A.W. Tillinghast golf course layout. The Club has also hosted five USGA championships and multiple local MGA qualifiers and championships. Brooklawn offers a robust racquets program including paddle and pickle access, pool and camp programs, golf practice facilities, a beautiful original 8 lane bowling alley, two year-round golf simulators, billiards room, and a renovated Clubhouse for dining, locker services, and events.

Role: We are seeking a professional, self-motivated individual with an outgoing, authentic personality to lead our member dining operations as our new Dining Room Manager. At Brooklawn CC, this role will be an integral, senior manager, cross-over position within the Club's food and beverage organizational chart. This hands-on position will manage all aspects of member lunch and dinner services, event services, and beverage services throughout the main clubhouse, halfway house, snack bar, and bowling alley. Successful candidates will become the face of the Member's Grill Room and play an important role building the Clubhouse food and beverage team and overall Club culture.

Reports To: General Manager

Management Team: Clubhouse & Events Director, Assistant Restaurant Manager, Bar Manager, Server Captain, Executive Chef, Sous Chef, Maintenance Manager

Supervises: Front of House Service Team, Servers, Server Assistants, Bartenders, Runners/Expo, Clubhouse Team, Setup Team

Primary Responsibilities: The Dining Room Manager's primary responsibility will be managing all aspects of member and guest experiences in the newly renovated Clubhouse and Members Grill Room & Bar. This includes but is not limited to Lunch Service, Dinner Service, Bar Service, menu development, pricing, printing, special events, event setup, general maintenance, hiring, scheduling, training, side work, etc. These responsibilities will be directly supported by the Dining Assistant Manager and Server Captain. *The expectation is that the Dining Room Manager, Executive Chef, Executive Sous, Dining Assistant Manager, Dining Captain, and Bar Manager will strive as a team to run an efficient, professional, world class country club dining program.*

Secondary Responsibilities: The Dining Room Manager's secondary responsibilities will be supporting the Clubhouse & Events Director, Executive Chef, and Clubhouse team with general event execution and daily Clubhouse management and coordination. This role will also have general oversight of the 9th Hole golf Course Halfway House, Pool Snack Bar, and Bowling Alley.

General Responsibilities:

Ensure the member grill is properly staffed, managed, maintained, with exceptional service, attention to detail, and communication.

Be a visible, familiar, approachable presence on the floor with members and guests.

Have a high level of contact with the membership, utilizing such interactions to collect feedback and suggestions.

Create a supportive environment for the staff so they are always prepared to meet the needs of members and their guests.

Have direct oversight of service quality and standards, the staff, their training, and their activities while at the club. Monitor staff performance, provide advice on improving, and host performance reviews.

Ensure that all requests and queries are responded to promptly and effectively.

Compensation and Expectation of Hours: This position is a senior management role within the organizational structure of the Club. Although a "seasonal" club, the expectation of senior manager hours is full-time, year-round. The busiest months are April to October and may require some six-day work weeks. The Club encourages family/personal time and will be flexible with time off throughout the season. Monday outings may also be required. The shoulder seasons are lighter November to March, with ample time in the winter months for time off.

Compensation will be commensurate with experience and candidates can expect a salary range of \$75k to \$90k. This position does include health benefits, 401k, educational opportunities, stipend consideration, professional association dues, and performance bonus. Golf privileges may also be available.

Application Process: Interested candidates should provide a professional cover letter and resume directly to the General Manager/COO. Professional portfolios are also recommended but not required. The Club does require background checks for their application process. ***Inquiries must be received by October 15, 2023.***

Please email: christopher@brooklawncc.com

THE HISTORIC CLUBHOUSE



THE RENOVATED MEMBER'S GRILL ROOM

