

The Tuxedo Club



JOB OPPORTUNITY EXECUTIVE CHEF



ABOUT THE TUXEDO CLUB

The Tuxedo Club is a distinctive social institution that, since 1886, has provided its members, their families and guests with recreation and refuge in the close environs of Metropolitan New York City. The facilities include an 18-hole Robert Trent Jones designed golf course, lawn tennis, court tennis, racquets, squash, platform tennis, swimming pool, boathouse and skating rink. The Club has two properties four miles apart, including three full-service restaurants; Golf Clubhouse Restaurant, Poolside Grill, and the Lakeside at Main featuring the architecturally renowned John Russell Pope designed Main Clubhouse overlooking the magnificent Tuxedo Lake. The Club recently completed a full golf course bunker restoration program and is investing heavily throughout all campuses with capital improvements designed to enrich the member experience in all areas of the Club. The wide array of outstanding facilities, along with its rich history and tradition, makes The Tuxedo Club one of the most unique country clubs in the world. The Executive Chef is responsible for assisting the Clubhouse Manager and overall management team in overseeing the overall Food and Beverage production by maintaining and exceeding innovative, consistent dining options throughout the three dining venues. TTC is an eleven-month operation serving multiple a la carte venues and a variety of private events throughout the campuses.

POSITION SPECIFIC

- The Tuxedo Club is looking for an Executive Chef from a top tier Private Club, or high-volume Hotel/Resort who has diverse experience managing multiple outlets, banquets and a la carte operations, with a strong leadership presence. This individual is a quick thinker who appreciates the details and the integral parts of various cuisines and exceptional service. He/she is a strong communicator of expectations and has a proven and stable track record of success.
- The individual being sought after will always look for improvements while continuing to maintain the high standards of excellence already instilled into the kitchen operation. The ideal candidate will possess a true passion for professional cooking and have a proven and stable record of culinary excellence. The Club has an extensive wine program and having a Chef with wine knowledge is a plus.
- This individual should be a mature, highly motivated leader that is keenly organized with a sense of urgency and an exceptional eye for detail. This individual is expected to take "ownership," along with the management team, of the food and beverage operation. "Hands on" management is necessary for this role as a high level of expectation for an impactful presence will be required.
- This individual should be an effective leader who is mature and poised in dealing with people, has a reputation for bringing the team together. The Executive Chef will understand member dining preferences and continue to develop the culinary program and offerings to meet and/or exceed member expectations.

INITIAL PRIORITIES

- Strengthening Communication within the Management Team – The Executive Chef sets the example for professionalism when working and communicating with all departments and earns the confidence of the members and the respect of staff.
- Develop a Culture of Efficiencies, High Standards & Excellence – Inspire the team and build a strong culinary culture driven to excellence. The Executive Chef will evaluate current operations and staffing and will provide recommendations for enhanced systems and controls leading to efficiencies and improved high standards in all areas.
- Getting to Know and Understand Membership and Staff – The Executive Chef will work to understand the members and listen/adapt to their needs. He/she will learn the culture and be visible and responsive to feedback in a positive manner.

ESSENTIAL DUTIES & RESPONSIBILITIES

- The Chef has passion and will be a Club ambassador in the pursuit of excellence. Stay abreast of the latest culinary trends.
- An organized and detail-oriented individual with a passion for the profession with solid culinary skills with a seasoned foundation.
- Competent in organizational and time management skills. The ability to demonstrate good judgment, problem solving and decision-making skills.
- The Executive Chef attends Food & Beverage meetings and occasional House Committee meetings.
- The Executive Chef has a desire for creativity in menu development, changing integral parts of culinary culture through establishment of desired standards and clear expectations.
- The Executive Chef helps to prepare the annual operating budget with food and labor projections and recommendations for needed capital expenditures.
- The Executive Chef will be visible and actively engaged with the membership at member events and holidays. He/she will contribute articles to the club newsletter, emails and food videos and provide commentary at food related events as needed.
- Ensure that the highest standards of sanitation, cleanliness, and safety are maintained throughout all food service areas at all times.
- Maintain smooth communication between Front of House and Back of House via updates to front of house management team
- Approve weekly payroll and schedule all culinary staff
- Attend weekly Food and Beverage department meetings
- Oversee Club's Culinary Internship program in coordination with other managers as needed
- Exceed expectations set forth by the Club's house committee
- The primary duty is management; however, the Executive Chef is a working manager at peak periods as needed

DINING NUMBERS

- Annual food sales \$1.1MM; Total F&B Sales \$2.7MM
- The Club maintains a 39% food cost. Food Cost Goal 38%. Sales mix of approximately 70% a la carte and 30% banquet.
- There are (18) culinary employees peak season with (6) year-round, full time.
- The Club has three (3) Sous Chefs (Banquets, Chef de Cuisine and Golf House)
- There are (3) Kitchens, i.e., Main Kitchen, Golf House Kitchen, and Pool Café Kitchen. Management rates the condition as a 4 out of 5. The Pool kitchen is brand new as of 2022
- The Club operates eleven months annually with peak times from mid-May to mid-October
- The Executive Chef reports to Clubhouse Manager and works closely with the General Manager and other senior management
- The previous Executive Chef was employed for 7 years (5.5 as Executive Chef).

DINING FACILITIES

The Lakeside & Covered Terrace – Eclectic & contemporary dining with 75-100 seats, serving Dinner, Friday – Sunday; Lunch Saturday and Sunday

Golf House – Club Casual with 125 seats (inc. patio), serving Lunch Tuesday – Sunday; Dinner Wednesday – Friday (Open early April to Thanksgiving)

Poolside Bar & Grille – Quick service with 125 seats, serving Lunch Tuesday – Sunday; Dinner Thurs – Sunday (Memorial Day to Labor Day)

Private Events/Weddings – The Club has numerous private rooms with seating from 1 to 180 and can accommodate a seated event up to 200 guests.

CANDIDATE QUALIFICATIONS

- Degree in Culinary Arts or a significant number of years of experience in a similar position within the industry, preferred
- Proficient knowledge of Microsoft Office
- Excellent management, communication, & leadership skills
- Recognized ability to effectively build and promote a team environment
- Must be energetic, engaging, and hands-on with staff
- Must be able to enforce rules and regulations in a professional manner
- Ability to make level-headed decisions and communicate efficiently in a fast-paced environment
- Must be able to work varied shifts which include, mornings, evenings, weekdays, weekends, and
- Holidays

COMPENSATION STRUCTURE

The Club offers a generous compensation package including a base salary based on experience and skill, health, dental & life insurance, 401k with match, dining allowance, ACF dues or similar professional development plus other standard perks. Relocation allowance available. Interested individuals should send resumes, a well-conceived cover letter, and supporting information (a digital Portfolio is encouraged) in strict confidence

HOW TO APPLY

Please send a cover letter and resume to:

Executive Chef Search
chefsearch@thetuxedoclub.org