



## **Manursing Island Club**

**F & B Manager**

Rye, New York

**Manursing Island Club**, located on Long Island Sound in Rye, New York seeks a hands-on leader to become a F&B Manager to provide dynamic, visible and strong leadership for the Club's dining program. Due to the Club's successful F&B program, this additional position has been created to augment the existing staff. Established in 1912, Manursing is a private family club and is considered a forward thinking and evolving Club. This is a special opportunity at an exceptional club in a highly desirable part of the country.

### **Mission Statement**

*"To promote the social relations among the members...  
and to encourage a means for the enjoyment of outdoor and  
indoor sports, games and past times of every kind."*

Today Manursing continues to uphold its mission through premier tennis, paddle and swimming programs, a sandy beach, year-round dining experiences, summer camp programs and a multi-generational family atmosphere.

### **AMENITIES & SERVICES**

Dining – F&B Director & Executive Chef John Krall has traveled throughout the world to bring a culinary experience to members second to none. Members enjoy dining in scenic locations around the historic waterfront property, as well as a variety of special celebrations for all ages.

### **All Year Facilities:**

**Clubhouse Dining** – The Club's indoor dining room is used throughout the year for lunch and dinner on a varying schedule. A la carte dining with a constantly changing menu.

**1912 Bar** – Perhaps the membership's favorite social setting, the 1912 Bar is intimate and offers a range of wines and spirits to please all. Adults only.

A P R O F E S S I O N A L C O N S U L T A N C Y

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Catering & Events - The Club offers catering and events throughout the campus in a multitude of spaces. Large events require member dining to be closed as the events require the use of all space and the kitchen. Events are held up to 500.

### Seasonal Facilities

Beach Grill – The Club’s Beachside dining venue offers meals, snacks and beverages to Members and guests in an informal environment. Seating is offered but a majority of food from the Beach Grill is delivered throughout the campus.

Above the Sound – Adults only venue offering white tablecloth, fine dining with a spectacular view of Long Island Sound (Seasonal, 3 times a week.)

Poolside – Offered once a week seasonally, a la carte Poolside dining takes place around the pool and is a member favorite.

Poolside Bar – Considered many members’ favorite waterfront gathering “scene”, casual environment featuring cocktails, assorted wines, craft beers, pizza and lite bites.

South Beach/Beachside – Al fresco dining offered 4 nights a week with water views, geared towards families and guests of all ages.

Beach & Pool – Members enjoy breathtaking views of Long Island Sound from the Club’s sandy beaches or elevated pool deck. Members can swim in the sound or pool and food and beverage services are available from their seat. Boat mooring, swim team, sailing, kayaking and paddle boarding available.

Racquets – Manursing offers members 12 clay courts, 4 platform tennis courts and four new pickleball courts. (Coming summer 2023.)

Day Camp – Manursing offers campers a summer experience they will remember forever. Campers can participate in water activities and instruction, art, music and tennis for full or half days. Intensive tennis programs are also available for a variety of age groups.

### **CLUB FACTS**

- There are 467 member families with a total population of approximately 1500.
- The total revenue of the Club is \$8,700,000.
- F&B revenue is approximately \$2,500,000
- The Club has **NO** annual F&B minimum.
- The Club has an active committee structure.
- Average age of members is 52 years.

### **CANDIDATE RESPONSIBILITIES & QUALIFICATIONS**

Manursing is seeking an energetic and personable individual with significant experience in F&B including fine dining. Culinary and Private Club operation experience is a plus but not required. A gracious and professional motivator with a proven track record of team building combined with excellent organizational and time management skills is required.

Successful candidates must have a professional, polished appearance, and strong communication skills. Must be experienced in POS Systems (Northstar a plus). The new F&B Manager will primarily be responsible for the Beach Grill. The Beach Grill is by far the busiest outlet during the season. The Manager plans, hires, trains, schedules and supervises the Beach Grill staff.

During the off season, the F&B Manager will be a visible presence in the Dining Room and at Club events. Additional responsibilities will include development of SOPs, inventory control and F&B administration. The F&B Manager will support the department with responsibilities assigned by their supervisor, the Director of F&B.

The F&B Manager will utilize every means possible to assure the wants and needs of Club members and guests are consistently exceeded.

At Manursing, the F&B Manager has two specific areas of emphasis:

#### Hiring, Development, Training and Motivation of Staff

- Be a visible and accessible presence for Members and Employees
- Management of F&B training program including new hire orientation program
- Recruit, hire and train staff to execute a flawless member experience
- Develop a culture where staff are committed to consistently doing better every day
- Encourage creativity and passion
- Conduct daily, weekly and monthly service meetings to reinforce Club standards

#### Providing a Superb Member Experience

- Delivering a consistent high level of service.
- Assures F&B is delivered quickly and consistently.
- Offers new and innovative idea to constantly improve the experience.

This is a great opportunity for a leader with vision, fresh thinking, and the ability to produce. The new F&B Manager must have a desire to be part of an evolving program and be excited about taking the F&B program to the next level.

### **QUALITIES & BEHAVIORS**

1. The F&B Manager must manage while working to enhance member satisfaction and enthusiasm of each staff member. He or she must be a listener and a problem solver.
2. The F&B Manager must be a strategic thinker and a visionary to ensure the F&B product grows as the Club evolves.
3. The F&B Manager must be a proven trainer and developer of staff. Through innovative training programs, staff motivation, policy development and consistent implementation of these policies, the F&B Manager will bring member service to new heights.
4. The F&B Manager should be a presence, maintaining standards and preventing them from slipping at any time. The F&B Manager will be constantly seen in the front of the house, welcoming members and guests to the Club and above all promoting the Club.

## **PREREQUISITES**

Education College Graduate, Hospitality Degree preferred. Must have consummate interpersonal skills.

Experience:

- Knowledge of the hospitality industry, generally involving a minimum of five (5) years in the industry in appropriate operations.
- Experience in fine dining an advantage.
- Wine knowledge a plus.
- Candidates with Club experience are preferred but not required.

## **COMPENSATION**

The Club will offer an attractive and competitive compensation and benefits package to include:

- A base salary and bonus potential.
- Professional dues and education expenses with emphasis on continuing education.
- Full Benefits including PTO, medical, and matching 401 (k).

## **RESUME SUBMISSION**

Please submit resumes, **salary desire** and a **strong cover letter** to:

Charles D. Dorn, CCM  
Managing Director  
The Dorn Group, Ltd.  
472 Grace Church Street  
Rye, NY 10580  
[Charles@thedorngroup.com](mailto:Charles@thedorngroup.com)

**All resumes should be submitted in WORD format.  
Please indicate “Manursing – F&B Manager” in the subject.  
PDF files will not be accepted.**

**NO PHONE CALLS PLEASE**