



## **Executive Chef Job Posting**

### **The Country Club of Lansing**

Family centric, member-owned, private country club in Lansing, Michigan; consisting of 500 family members. Food and beverage sales of \$1.5M, half derived from a la carte sales and half from private events such as golf outings and weddings. Well trained enthusiastic team already in place looking for leadership and culinary talent.

### **Get to know the Country Club of Lansing**

- \$4,419,632 total revenue
- 65,000 square foot clubhouse
- \$1,574,245 F&B revenue
- 48% a la carte/52% other covers per year
- 188 employees total for 2016, avg. 150 during peak season, 80 in the off season
- 18 kitchen employees currently
- 3 *a la carte* restaurants and 2 lounges
- 3 kitchens
- 14,000 to 17,000 rounds of golf per year
- 57.5 is the average age of membership

### **FACILITIES**

A la carte dining room seats over 100 people, bar, outdoor patio, pool area and one satellite “snack shop” and banquet facilities seating up to 250 people.

### **ORGANIZATIONAL STRUCTURE**

Country Club of Lansing operates with an Executive Leadership Team. The EC reports directly to the Chief Operating Officer and to the Clubhouse Director. The EC also works closely with the House Committee. In season the kitchen staff totals approximately 18 team members.

### **JOB DESCRIPTION**

The Executive Chef assures the highest standards of quality and production, hires, trains, schedules and evaluates kitchen personnel, motivates and develops a highly enthusiastic team. Continuously strives for consistency and to exceed the expectations of the membership; develops standard procedures, recipes and techniques to accomplish these goals. Continuously, evaluates the operation to assure all goals and objectives are being met. Works closely with the Executive Leadership and Management Team, to constantly evaluate the operations and make recommendations to improve. Create exciting and unique menus without losing sight of the need for traditional country club fare. Candidate must be a team player and open to suggestions from Members.

### **CANDIDATE QUALIFICATIONS**

- The ideal candidate will possess a degree from an accredited culinary school, minimum five years as Executive Chef or highly accomplished Sous Chef in a full service facility such as a hotel or country club.
- Experience at a club in Michigan or the mid-west a plus.
- A history of stability and logical progression in their career choices is a must.
- The candidate will process the highest of standards and attention to detail as well as a sincere passion for the culinary arts.
- He/she will continually strive to improve on an already extraordinary resume and skill set, take great pride in their accomplishments and furthering their achievements.
- Proven cost controls, good financial management, team building and leadership are imperative.
- Strong country club background will be given special consideration.

## **CANDIDATE QUALIFICATIONS CONTINUED**

- Has exceptionally strong food and beverage credentials, and most importantly, the ability to consistently define and achieve goals and objectives. This includes proven and verifiable leadership qualities with demonstrated ability to direct, coordinate and control all facets of an active food and beverage operation.
- Has strong management skills with verifiable strengths in inspirational leadership, financial performance, and people skills.
- Must possess verifiably strong written and oral communications skills with the ability to speak and present to large groups of people.
- Must have computer skills including but not limited to Microsoft Outlook, Word, and Excel. This position also requires technical skills to effectively manage multiple restaurants in multiple locations. Experience with POS software is a plus.

## **TRAITS, SKILLS AND COMPETENCIES**

- The EC must understand and practice the member service philosophy at the Club and be fully engaged in and fulfilled by providing members with consistent, high quality food and innovative plate presentations.
- Create an innovative, relevant, consistently interesting a la carte menu that provides members with competitively priced and desirable options that are reflective of the majority of member's interests and tastes.
- The EC provides the same level of service regardless of the number of members dining on any given night. From 4 covers to 50 covers, the level of service, quality, and enthusiasm is consistently high.
- The EC handles and prioritizes multiple functions and responsibilities simultaneously and manages multiple site locations efficiently and effectively.
- The EC is meticulous about food handling, cleaning, and organizing the kitchen and insists that all staff do the same.
- The EC continually looks for opportunities to improve heart of the house service and must be willing to listen to staff and members for input. The EC understands that the entire heart of the house department are there to fulfill member's needs.
- The EC is a well-respected, pro-active member of the management team and is able to generate thoughts and ideas that result in increased sales and improved member satisfaction.
- The EC is very organized and possesses exemplary technical skills to successfully manage multiple kitchen operations, culinary skills, and people efficiently and effectively.
- The EC understands that flavors and consistency are key drivers of the private club experience in all food offerings. He or she is just as passionate about producing the best chicken fingers and hot dogs as preparing the most complex dishes and exploring the latest culinary trends.

## **EDUCATION QUALIFICATIONS**

- Culinary arts degree from an accredited school or equivalent experience.
- Certified Executive Chef (CEC) designation is desirable. (documentation required)
- Must be certified in food safety. (documentation required)

## **SALARY AND BENEFITS**

Exceptional base salary commensurate with experience and a generous benefits package.

## **TO APPLY FOR THIS POSITION**

To Apply for this Position Interested candidates should submit a resume and a thoughtful, detailed cover letter describing their alignment with the qualifications outlined in this profile and the reason for their interest in the Executive Chef position.

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