

Food & Beverage Manager

Waynesborough Country Club

440 Darby-Paoli Road

Paoli, PA 19301



Waynesborough Country Club is seeking a passionate and experienced Food & Beverage Manager to join our team. This individual will play a key leadership role in clubhouse operations, with primary responsibility for overseeing the daily service and performance of the Fairway Grill and Pub, managing the Front of House schedule, and supervising a team of Servers, Bartenders, Food Runners, Bussers, and Hosts. The ideal candidate is a dynamic, hands-on leader who thrives in a fast-paced environment, is highly organized, and excels at training and mentoring staff to deliver consistently exceptional service. This is an excellent opportunity for a motivated hospitality professional looking to grow their career within the private club industry.

Key Responsibilities

- **Daily Operations:** Lead and manage the Fairway Grill and Pub's day-to-day dining operations, ensuring excellent service and guest satisfaction.
- **Front of House Scheduling:** Create and manage weekly schedules for all FOH staff in alignment with labor budgets and business volume.
- **Team Leadership:** Supervise, train, and mentor all FOH team members, fostering a culture of professionalism, teamwork, and accountability.
- **Service Excellence:** Be present and hands-on during service periods. Ensure that all staff adhere to service standards and club expectations.
- **Member Relations:** Build strong rapport with members, anticipate their needs, and ensure a high-touch, personalized service experience.
- **Event Support:** Assist with private events and club functions, ensuring seamless coordination between departments.
- **Collaboration:** Work closely with the Executive Chef, Sous Chefs, and Clubhouse leadership team to ensure smooth communication and execution.
- **Operational Standards:** Maintain cleanliness, organization, and operational efficiency in all dining areas.
- **Administrative Duties:** Participate in budget oversight, invoice processing, payroll review, and inventory tracking related to FOH needs.

Preferred Qualifications

- Minimum 3 years of experience in a Food & Beverage leadership role, preferably in a private club or high-end restaurant setting.
- Strong knowledge of front-of-house operations and staff management.
- Excellent communication and organizational skills.
- Experience with POS systems (Jonas preferred), Microsoft Office, and scheduling tools.
- A natural leader who thrives in creating and sustaining a service-driven team culture.
- Ability to work a flexible schedule including nights, weekends, and holidays.

About Waynesborough Country Club

Waynesborough Country Club is a premier, family-oriented private club dedicated to providing outstanding service and facilities for its members and guests. The club recently completed a golf course master plan, added a state-of-the-art pool complex, and renovated the main level clubhouse dining areas—including the popular Fairway Grill and Pub.

Our dining program features four a la carte restaurants and banquet facilities for up to 250 guests. We serve approximately 47,000 dinners annually and pride ourselves on a warm, welcoming atmosphere paired with high-quality culinary offerings.

Compensation & Benefits

- Salary range: \$65,000 annually
- Medical, Dental, Vision Insurance
- Life Insurance
- 401(k) with employer match
- Paid Time Off
- Opportunities for professional development and advancement

Work Setting

- Casual and fine dining outlets, bar service, and seasonal outdoor venues
 - On-site, full-time
 - Availability on weekends and holidays is required
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Please send all resumes to Drew Rowland, drowland@wcc1965.org