

## EXECUTIVE CHEF PROFILE CARMEL COUNTRY CLUB CHARLOTTE, NC

### THE EXECUTIVE CHEF OPPORTUNITY AT CARMEL COUNTRY CLUB

An outstanding opportunity exists at Carmel Country Club for candidates with a proven track record of leadership and excellence in culinary operations management within private clubs or high-end establishments in the hospitality industry. Ideal candidates will have demonstrated success in leading busy, high-volume, quality, multiple, and larger a la carte operations, including banquet events. Successful candidates will possess a history of leading quality, innovative, creative, and consistent culinary operations, coupled with a passion for hospitality and mentoring future culinarians. Recognized as one of the premier clubs in the United States, Carmel Country Club is committed to maintaining a balance of tradition, inclusiveness, and modern relevance, and continually innovating to deliver exceptional experiences to its membership. As part of this commitment, the club is exploring modern dining concepts that resonate with members and guests alike. From cutting-edge culinary techniques to unique dining experiences, Carmel Country Club is at the forefront of redefining club dining in the region. The successful candidate will have the opportunity to lead and shape these initiatives, contributing to the club's reputation as a leader in culinary excellence.

[Click here to view a brief video about this opportunity.](#)

### CARMEL COUNTRY CLUB

Carmel is a leader in innovation and has earned recognition as a Platinum Club of America, a Five Star Private Club, and was named the **"#13 Private Club in America"** by **Club Leaders Forum**. While Carmel appreciates all these fine recognitions, their greatest pride comes from being the premier family club in Charlotte, an employer of choice, having excellent facilities, providing a safe and secure environment, and providing an exceptional member experience. Carmel is a place where the whole family loves to be, and everyone feels more at home. Carmel offers two championship courses, the North designed by Rees Jones, and the South by John Fought, each with its own distinct personality. The North Course features a traditional design adapted for today's game which is a perfect complement to the bold, modern South Course. The Tennis Complex provides an unparalleled tennis experience, with lighted courts, a tennis lounge, multiple viewing decks, and a well-stocked Pro Shop. The Fitness Center's operations and services are designed with the family in mind. The facility offers the most modern equipment and cutting-edge and essential fitness classes. All Carmel Team members embody "The C.A.R.M.E.L Way" by demonstrating **Courtesy, Awareness, Relationship Building, Making it Special, Enthusiasm and Latitude**. We strive to help our Team Members become the best version of themselves and create a culture of Yes.

### CARMEL COUNTRY CLUB BY THE NUMBERS:

- 1,470 Members - all categories
- Food and beverage volume: approximately \$9M
- The Club is organized as a 501(c)(7) not-for-profit.
- The Club uses Jonas Encore for POS and Accounting
- The Club uses ClearSky for inventory management.
- The average age of the membership is currently 54
- 275 average daily covers for lunch / 400 covers average daily for dinner
- 236,000 average a la carte covers per year plus an additional 32,000 banquet covers
- 15 average weddings per year
- Three Kitchens – Gaslight Grill, Main & Pool
- 65% a la Carte 35% banquet
- 41 % target food cost

- 4.6M Food Revenue
- 2.7M Beverage Revenue
- 55 Culinary Team Members

## FOOD & BEVERAGE OPERATIONS

Carmel has a diverse selection of food and beverage outlets along with a busy banquet and catering operation. July 4<sup>th</sup> is the largest event of the year and caters to 3500 people.

**The 1947 Grill** is open Lunch/Brunch – Wednesday – Friday (11 am – 2 pm) Sunday (11 am – 2 pm) Dinner – Tuesday-Saturday (5 pm – 10 pm)

**The Gaslight Grill and Men’s Grill** were part of the recent renovations to the dining spaces, both areas share an all-day menu and kitchen and are open for Lunch/Dinner – Tuesday – Sunday (11 am – 9 pm).

**The Post Market** offers a Starbucks Grab & Go coffee shop which is a hive of activity and open Monday – Sunday (6 am – 9 pm)

**The Pool Grill** (Memorial Day – Labor Day) offers an all-day menu and is open Monday – Sunday (11 am – 9 pm). Carmel also has a food truck that is enjoyed at key locations and events around the club.

The Club is busy year-round with most dining outlets closed on Mondays except for The Post, The Turn Rooms, and the Pool during the season along with Christmas Day

**CARMEL COUNTRY CLUB WEBSITE:** [www.carmelcountryclub.org](http://www.carmelcountryclub.org)

## EXECUTIVE CHEF JOB DESCRIPTION

The Executive Chef (EC) at Carmel Country Club is responsible for all food production including a la carte, banquets, and other outlets. He or she develops daily menus, food purchase specifications, and recipes; trains, mentors, and supervises the production team; monitors and manages food and labor costs for the department; and maintains the highest professional food quality and sanitation standards. Reporting to the Executive Chef is an Executive Sous Chef, two Sous chefs, an Executive Pastry Chef, an Executive Steward, and a Purchasing Manager. The Executive Chef reports to the Clubhouse Manager, is a Department Head, and attends House Committee meetings.

## INITIAL PRIORITIES OF THE EXECUTIVE CHEF

- Gain the team member’s trust, as well as evaluate and continue to develop, train, and mentor the culinary team while promoting fairness and consistency within.
- Continue to focus on delivering **consistency** and the **highest quality** in a la carte and banquet operations.
- Provide innovative and exciting culinary experiences for Carmel Country Club members and guests in a la carte and member and private dining events.
- Learn culinary and dining preferences. Understand the members to meet their requirements and understand what matters most to them.
- Learn local vendors, farmers, etc., to continue the strong tradition of locally sourced, quality ingredients.
- After observing and understanding member and team member needs, define culinary direction, evaluate, and update menus, and deliver new and creative dining concepts and menu options.
- Become familiar with the culinary labor, food cost, and expense budgets for 2024.

## KEY PRIORITIES FOR SUCCESS

### LEADERSHIP

- Take full ownership of the culinary team; build trust with them by engaging, observing, learning, and listening to their wisdom, experience, and needs.
- Earn members’ trust by instilling confidence through continued enhanced operations, interaction, and visibility.
- Create a fun collaborative work environment while being “hands-on” when necessary but understanding when to step back and lead the team.
- Involve associates in the decision-making process of how “work gets done” and create a work environment of mutual respect in which people want to come to and participate every day.

- Be a focused and consistent evaluator of personnel, ensuring that standards of conduct and delivery are met; this includes oversight of high standards of appearance, hospitality, service, and cleanliness of the kitchen facilities.
- Be an active and dynamic recruiter of team members and someone who inherently enjoys developing and building his/her team and leading them to significant, positive membership satisfaction outcomes.
- Establish and consistently enhance operating standards for personnel in areas of responsibility and consistently evaluate knowledge, understanding, and execution to these high standards.
- Work closely with the front-of-house food and beverage managers to ensure a cohesive experience that consistently exceeds the expectations of members and guests.
- Hold daily/weekly team member briefings and line-ups with direct reports to keep them informed of necessary and relevant activities and expectations at the Club. Assist in planning and be responsible for ensuring special Club events are well-conceived and executed.

#### OPERATIONS

- Plan, organize, and run a busy banquet operation with multiple events happening at the same time across multiple locations as well as a la carte dining.
- Develop and maintain standard recipes and techniques for food preparation and presentation that help to assure consistent, high quality and minimize food costs; exercise portion control for all items served and assist in establishing menu selling prices.
- Evaluate food products to assure that the highest quality standards are consistently attained.
- Ensure that high standards of sanitation, cleanliness, and safety are always maintained throughout all kitchen areas. Establish controls to minimize food and supply waste and theft.
- Safeguard all food-preparation team members by implementing training to increase their knowledge about safety, sanitation, and accident-prevention principles.
- Maintain safety training programs; manage OSHA-related aspects of kitchen safety and maintain MSDS's in an easily accessible location.

#### MEMBERSHIP

- Have a heart of hospitality, embrace, appreciate, promote, and elevate the warmth and culture of Carmel Country Club.
- Be visible and engaged with members throughout the F&B outlets and during events at the Club.
- Welcome, encourage, and engage in regular feedback from members.
- Be responsive to members' requests for menu selections, event planning, etc., and strive to find creative ways to accommodate reasonable requests. Carmel Country Club prides itself on having a "say yes" culture.
- Drive consistent innovation, elevate, and build exciting food programs for members to enjoy.
- Create a menu that the membership has a hard time choosing from with regular innovative features and specials.

#### FINANCIAL

- Clearly understand the metrics for successful attainment of financial goals and objectives in F&B operations, and consistently review these expectations with his or her direct reports to ensure understanding and 'buy-in' from those contributing to their attainment.
- Consistently monitor payroll and labor resource allocations to ensure they are in line with financial forecasting and goals. Produce variance reports for monthly financial statements.
- Ensure effective and efficient staffing and scheduling for all facilities and functions while balancing financial objectives with member satisfaction goals.
- Embrace the use of systems (including regular inventory processes) and technology to assist in the management of the kitchen and the financial performance of the operation.
- Prepare necessary data for applicable parts of the budget; project annual food, labor, and other costs and monitor actual financial results; take corrective action as necessary to help assure that financial goals are met.
- Review and approve product purchase specifications and maintain excellent vendor relationships.

#### CANDIDATE QUALIFICATIONS

- Is an effective and passionate leader and culinary professional with a proven track record of providing high-level services with a personality that is commensurately appropriate to Carmel Country Club. Previous large-scale multi-unit luxury experience within hotels, resorts, restaurant groups, or clubs is required.
- Has exceptionally strong culinary credentials, good tenure in previous roles, and most importantly, the ability to consistently define and achieve goals and objectives.
- Has strong management skills with verifiable strengths in inspirational, hands-on leadership, financial performance, and people skills.
- Has expert knowledge of various cooking methods, preparation of soups, sauces, and stocks; butchering; product identification; food purchasing functions; garde manger; advanced pastry and baking; and has the ability to perform all functions of the cooks, leading and training by example.
- Is a confident, proactive team builder who has a history of attracting, developing, and retaining high-performing team members.
- Has strong administrative and organizational skills, with the ability to meet tight deadlines and manage multiple food outlets.
- Has solid 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.

#### **EDUCATIONAL AND CERTIFICATION QUALIFICATIONS**

- Has a minimum of 10 years prior culinary management experience at luxury resorts, hotels, and/or clubs.
- Must be certified in food safety.

#### **EMPLOYMENT ELIGIBILITY VERIFICATION**

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

#### **SALARY AND BENEFITS**

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefits package including association membership.

#### **INSTRUCTIONS ON HOW TO APPLY**

Please upload your resume and cover letter, in that order, using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process. Please be sure your image is not present on your resume or cover letter; that should be used on your LinkedIn Profile.

**Prepare a thoughtful cover letter addressed to Aaron Dawson, General Manager/COO Carmel Country Club,** and clearly articulate your alignment with this role and why you want to be considered for this position at this stage of your career, and why CCC and the Charlotte, NC area will be beneficial to you, your family, your career, and the Club if selected.

**You must apply for this role as soon as possible but no later than Monday, April 22<sup>nd</sup>, 2024. Candidate selections will occur Late April with first Interviews expected in mid-May and second interviews a short time later. The new candidate should assume his/her role in Mid – Late June.**

**IMPORTANT:** Save your resume and letter in the following manner:

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – Carmel CC”

(These documents should be in Word or PDF format)

Note: Once you complete the application process for this search, you are not able to go back in and add additional documents.

[Click here](#) to upload your resume and cover letter.

If you have any questions, please email Bethany Taylor: [bethany@kkandw.com](mailto:bethany@kkandw.com)

## **LEAD SEARCH EXECUTIVES**

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