



INWOOD  
COUNTRY CLUB

## Executive Chef



### **The Executive Chef Opportunity at Inwood Country Club**

Inwood Country Club & Beach Club (ICC) is a private, full-equity member club located on the South Shore of Long Island (20 miles from NYC). ICC was established in 1901 and has a rich and storied history which includes hosting both the PGA Championship in 1921 and the United States Open in 1923. With a nearly full membership, the Club enjoys a diverse membership from NYC, Brooklyn, and Long Island.

The Club features an 18-hole golf course, golf practice facilities, 10 har-tru tennis courts, on-site residences for members, and an oceanfront Beach Club only 10 miles from the main clubhouse in Atlantic Beach. This role is a tremendous opportunity for an Executive Chef who understands the importance of “casual elegance,” and has a proven track record of leadership and high-quality operations management at Member-centric club operations or high-end hotels or resorts in the hospitality industry.

The Executive Chef role at ICC is one best suited to a confident individual who genuinely enjoys being a “hands-on working chef” of the Club, being highly engaged, visible, and interactive with members and coworkers, and epitomizes the “selfless leader” so appropriate to a high performing hospitality environment. The club’s schedule of member dining in season in addition to the highly seasonal nature of the club will provide for an excellent work-life balance.



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## About The Club

The main clubhouse is located within the “Five Towns” section of Nassau County and features the following dining services:

- Main Clubhouse Grill Room
  - Breakfast Buffet is offered daily from May through September. (Continental Breakfast is also delivered to the Tennis Building on Weekends).
  - Members lunch is served 6 days a week from 11:30 AM to 3 PM May through Labor Day. In the shoulder season lunch service is eventually reduced to weekends only.
  - Buffet Dinners are served on Wednesdays between Memorial Day & Labor Day.
  - On a rotating weekly basis one evening dinner is offered on Friday, Saturday or Sunday.
  
- Golf Course “Halfway House”
  - Barbecue Style lunch is served for golfers on Friday, Saturday & Sunday from 11 AM to 3 PM.
  - The halfway house remains open with packaged snacks, freshly made sandwiches, and other nibbles, and bar service 6 days per week in season.
  
- Beach Club in Atlantic Beach (1795 Ocean Blvd)
  - Memorial Day Weekend through Labor Day Weekend
    - The clubhouse provides freshly made sandwiches/wraps to be sent to the beach club Monday through Thursday along with supplies to stock a self-service style salad bar.
    - Father’s Day weekend through Labor Day weekend (weather permitting) a grab-and-go style barbecue menu is also provided Friday, Saturday & Sunday at the beach club.
    - Some of the club’s special events (July 4<sup>th</sup> Clam Back, Labor Day White Party, etc) are conducted at the Beach Club.
  
- Special Events
  - Holiday Weekend events for members (Memorial Day, July 4<sup>th</sup> & Labor Day)
  - Mother’s Day Brunch
  - Father’s Day BBQ
  - Thanksgiving Lunch
  - “Golf Outings” are popular at the club – almost every Monday and occasional Thursdays are booked from May through mid-October.
  
- Other Relevant Information
  - \$1.2 million in F&B revenue – about 50 percent of that is driven by non-member golf outings. The rest is from member dining and member special events.
  - 57 percent food cost – target goal is 50 percent food cost.



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- Additionally, the club expensed about \$80,000 in complimentary food/beverage for members in 2023 which is not reflected in the cost of sales.
- The executive chef reports directly to the Club's General Manager while working closely with other key staff, appropriate Committee chairs, and other executive club leadership.
- The executive chef works with and supervises a sous chef, a senior line cook, other part-time & seasonal line cooks, prep cooks, and dishwashers.

### **About the Ideal Candidate & Job Description**

Our ideal candidate has an outgoing personality and is comfortable sincerely engaging with members, their guests, and coworkers. Our ideal candidate will be comfortable and capable of being both the leader of the food and beverage program and working hands-on in the kitchen. Our ideal candidate is a team player who seeks to support his or her colleagues in the club's administration, front-of-house, and sports operations. Our ideal candidate will mentor and train subordinates in a professional and supportive manner. The club has a culture of positive reinforcement and a harassment-free environment and the ideal candidate will fully embrace this culture.

### **Responsibilities & Expectations**

Be the "leading" team player who is willing to be "hands-on" and work with the team side by side each day doing whatever it takes to deliver the best Member experience. Willing and physically capable to work behind the line or on prep as often as needed.

The Executive Chef should be the key leadership partner with the General Manager for the club's entire Food and Beverage programming.

Energetic, working Executive Chef, who will embrace with passion the opportunity to cook daily, and teach those whom they have recruited the art of the culinary profession, leading the team to positive Membership satisfaction outcomes.

Creative sense of place regarding the culinary product of a club with various events, ages, and locations.

Strong mentorship and direction of the culinary team so that the operation can run well when the Executive Chef is away from the kitchen.

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.

Bring strong operating standards of culinary excellence in all areas of responsibility, and consistently execute to these high standards.

Mentor while taking a leading role with the front-of-house food and beverage managers to ensure a cohesive experience that continually exceeds the expectations of Members and guests.



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Engage with, observe, learn, and listen to the Members and staff. Earn Member trust by instilling confidence through continued enhanced operations, interaction, visibility, and consistency. Have a respectful approach towards developing a relationship with long long-tenured staff of the club.

Maintain personal schedule to be at the club for every special event. Plan your time and the sous chef's time so that at least one of you are always in the kitchen.

Create a welcoming, approachable, and inclusive kitchen atmosphere for all club staff based on mutual respect.

Safeguard all food preparation for employees 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.

Be comfortable and happy engaging with Membership throughout the F&B outlets at the Club, visiting tables and engaging with Members welcoming all feedback.

Develop menus that elevate club favorites yet provide exciting new options through regular changes and specials.

### **Financial Performance**

Plan and assist with pricing of menus for all food outlets in the club and for special occasions and events. Schedule and coordinate the work of chefs, cooks, and other kitchen employees to ensure that food preparation is economical and technically correct, and within budgeted labor cost goals.

Consistently monitor payroll and labor resource allocations to ensure they are in line with financial forecasting and goals.

Ensure effective and efficient staffing and scheduling for all facilities and functions while balancing financial objectives with member satisfaction on goals.

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 ensure that financial goals are met.

Maintain strong relationships with local vendors and identify new vendors to ensure the best prices for the best quality products.

### **CANDIDATE QUALIFICATIONS**

The successful candidate:

Has 5+ years of luxury culinary experience as an Executive Chef or Executive Sous Chef; with a club or high end hotel/resort.

Is a dynamic, creative, empathetic, and caring individual who communicates well with staff and Members.

Has exceptional cooking skills, with the ability to train, mentor, and manage the culinary team



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Has a proven track record of maintaining food quality and sustainability on standards.

Has an impeccable reputation and excellent references from former and current employers.

### **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 salary range also reflects directly on the size & seasonality of the clubs' operations. The total compensation range for the opportunity is \$130,000 to \$160,000.

Additionally, health care benefits, life insurance, complimentary meals while on duty, paid time off when the club is closed, and a very flexible spring & fall schedule are some of the benefits offered by our club. Complimentary housing on the property is available for an individual if necessary.

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

Please prepare a thoughtful cover letter that explains why you are interested in this particular opportunity and send it along with your resume to Jim Buonaiuto, General Manager of Inwood Countr Club via [jim@inwoodcc.org](mailto:jim@inwoodcc.org). You can also reach out to Jim with any questions you may have regarding this opportunity. All inquiries will remain confidential.

The club wishes to fill this position by April 15. If you are unable to start in this position by that date please inform us when submitting your resume.