

Menlo Circus Club – Atherton, California

Director of Food and Beverage

An outstanding career opportunity has become available for a highly skilled professional looking for the challenge of becoming a key member of the executive leadership team at one of the peninsula's premier clubs located in Atherton, California.

Located in the heart of Atherton, the club consists of 700 families of which take full advantage of the club's many amenities. The Club boasts three dining options, new fitness facility, junior Olympic pool, 13 tennis courts and world renowned equestrian facility.

The food and beverage operation is the heart of the Club and provides a la carte dining options 6 days a week in addition to a variety of Club and private banquet events throughout the year. The Club generates \$4 million in food and beverage revenue and operates six days per week. This is hands-on leadership position tasked with evolving the overall food and beverage experience.

The Club offers excellent benefits, compensation, and training and development including: Medical, Dental, Vision, Life, 401K, paid vacation and sick time.

The position reports to the General Manager.

Area of Responsibility:

- Oversees staff of approximately 30, including 3 direct reports. Trains, develops, and motivates staff to meet and exceed members and guests' expectations
- Develop training, mentoring and coaching necessary to achieve high service standards.
- Develop and maintain effective orientation and training programs for new and existing staff.
- Create new events and promotions with staff and committees to ensure high utilization of outlets.
- Personally handle member and guest concerns and advise General Manager regarding appropriate corrective action.
- Develop annual operating and capital budget for food and beverage department in conjunction with Executive Chef.
- Oversees the beverage program, including inventory and accuracy of menus and pricing.
- Ensure the successful execution of banquet, club events and the annual Menlo Charity Horse Show.
- Develop policies and procedures related to the F&B department.
- Establish an effective communication standard with direct reports and F&B employees on continuous basis.
- Partners with the HR Director to uphold the rule and guidelines as established in the employee handbook.

Requirements:

- 3 – 5 years prior experience in hotel, club or high-volume restaurant of similar position
- College or hospitality degree preferred but not required
- Excellent food knowledge; culinary background or education a plus but not required
- Level I Sommelier Certification preferred but not required

Menlo Circus Club offers excellent benefits, compensation, training and development. This position is available immediately. Please email your resume to Dirk Zander at gm@menlocircusclub.com.

Salary: \$140K Optional Bonus