



RCS Hospitality Group
a new generation of hospitality management
6412 Brandon Ave. #339 Springfield, VA 22150
www.consultingRCS.com

Position Available:
FOOD AND BEVERAGE DIRECTOR
Naples Yacht Club
Naples, FL

Naples Yacht Club located in sunny Naples, FL is searching for an experienced hospitality leader for their Food and Beverage Director position. This individual will communicate and work hands-on with staff to gain their respect as the executive in the dining room. He/she is a "Leader" for the food and beverage team; operating in a firm but fair manner holding staff accountable. The new Food and Beverage Director will be passionate about upscale food service and member experience; will keep up with the latest dining trends and will have a strong understanding of member expectations.

The Food and Beverage Director will always look for improvement while continuing to maintain the high standards of excellence already instilled into the club operation. The ideal candidate will have a proven and stable track record of food and beverage excellence.

This individual is responsible for the management of dining room service in the manner most pleasing to members and their guests. They must also assure a high standard of appearance, hospitality and service in personnel and cleanliness of dining room as well as supervise and train dining room staff. They will develop and implement programs to increase member satisfaction.

JOB DUTIES

- Schedules personnel and plans dining room setup based upon anticipated guest counts and member needs.
- Supervises dining room staff to help assure proper service.
- Inspects dining room employees to ensure their uniform and appearance is up to NYC standards.
- Hires, trains, supervises, schedules, and evaluates dining room staff.
- Provides appropriate documentation and reports concerning employee hours, schedules, pay rates, job changes, etc.
- Receives and resolves complaints concerning food, beverages, and service.
- Serves as liaison between the dining room and kitchen staff.
- Assures that all side-work is accomplished and that all cleaning of equipment and storage areas is completed according to schedule.
- Directs pre-meal meetings with dining room personnel, relays information and policy changes and briefs personnel. Uses pre-meal as an education opportunity for staff.
- Assures the correct appearance, cleanliness and safety of dining room areas, equipment and fixtures; checks the maintenance of all equipment in the dining room and reports deficiencies and maintenance concerns.
- Makes suggestions about improvements in dining room service and procedures and layout.
- Produces daily or meal-period analyses and reports from point-of-sale systems used in the dining room.
- Maintains an inventory of dining room items including silverware, coffee pots, water pitchers, salt and pepper holders, sugar bowls and linen and ensures that they are properly stored and accounted for.
- Monitors dining room labor and supplies budget; makes adjustments to achieve financial goals.
- Develops, continually updates, and refines policy and procedure manuals for service staff to increase quality and to control costs.
- Assists in service and tableside food service as needed.
- Attends scheduled staff and leadership team meetings.
- Confirms that all dining room closing procedures have been completed and assures that area is secure.
- Plans operating budget for dining service responsibilities.
- May serve as the Club's opening and closing manager or manager on duty when needed.
- Performs other appropriate assignments and projects as required by the EVP.



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CRITICAL SUCCESS FACTORS

1. Maintains our team and Club culture.
2. Constantly improve member satisfaction.
3. Assist in implementation of the staff training program and standard operating procedures.
4. Increase cover counts and check averages in dining operations.
5. Maintain sanitation expectations in service areas and bar.
6. Maintain the highest standards for the food and beverage service team.

JOB KNOWLEDGE, CORE COMPETENCIES, AND EXPECTATIONS

- Assures that effective orientation and training for new staff and professional development activities for experienced staff are planned and implemented.
- Assures that all standard operating procedures and service standards are consistently followed.
- Maintains a safe, secure, and healthy environment by establishing, following, and enforcing sanitation standards and procedures, while complying with legal regulations.
- Trains and monitors employees while evaluating their performance and productivity.
- Recruits, selects, and develops talent while maintaining a positive and inclusive work environment.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Must be able to reach, bend, stoop, stand, and lift up to 40 pounds.
- Must be able to handle hot and cold interior and exterior conditions.
- Independent mobility throughout the clubhouse.

BACKGROUND/EXPERIENCE

- Four-year college or university degree in Hospitality preferred.
- Six years of experience in Food and Beverage management with proven success leading a high-level program.
- Passionate about exceptional Food and Beverage experiences.
- Excellent communicator in oral and written form.
- High-end wine, spirits, beer, and bar operations knowledge.
- Established and well-seasoned professional.
- Hands-on management style; Team builder and leader.
- Orientation, training and onboarding of employees. Continual training and reinforcement is critical to success.
- Organizational & administrative Skills focused on Standard Operating Procedures (SOPs).
- Customer service and member experience oriented.
- Microsoft Office and POS experience (Northstar preferred).
- Inventory and labor cost management.
- Financial skills and acumen in F&B balance sheet management.
- Other skills: Human resources, financial analysis, marketing, committee experience, and negotiating skills.

REPORTS TO

Executive VP, Director of Culinary Operations

DIRECT REPORTS

Catering Manager and Dining Room Manager

THE CLUB OFFERS

Compensation: \$100,000-\$120,000+ base salary commensurate with experience plus annual performance bonus. Benefits available to full-time employees after 60 days:

- 100% insurance coverage for employee and family members (Base Plan)
- Dental coverage 100% for employee and family



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- Vison
- Life, Accidental Death, and Disability Insurance
- 401K (4% match after 12 months)
- Scholarship Fund
- Relocation reimbursement

CLUB OVERVIEW

Founded in 1947 and situated in the picturesque location of Naples Bay, Naples Yacht Club has the proud distinction of being the city's first and oldest private club. Membership has grown from three founding yachtsmen to over 615 members, and the original spirit of camaraderie and goodwill is stronger than ever. Recognized as a Distinguished Club Award Recipient, NYC is also ranked among the top fifty yacht clubs in the world, number six in the US, and the number one yacht club in the state of Florida by Platinum Clubs of America. The Club is projected to end the fiscal year on September 30, 2023, at \$10.1 million in revenue.

The Club is also a founding member of the Florida Council of Yacht Clubs (F.C.Y.C.) NYC maintains a first-class, newly renovated clubhouse offering superior dining, friendly service and an active and interesting social calendar enjoyed by both boaters and non-boaters alike. Activities include Yachting, Sailing, Casual Dining, Fine Dining, Club Events, Private Events, Holiday Parties, Charity Galas, Bridge Lessons, Speaker Series Events, Ladies Luncheons, Fashion Shows, Book Club, Seafood Buffets, Dinner and Dancing, Luncheon and Overnight Cruises.

Employee culture at Naples Yacht Club is of the utmost importance. Organizational health is the key to our success and a great deal of managerial time is spent embracing our philosophy. The individual selected as the Food & Beverage Director will be expected to seamlessly blend into our culture as well as ensure that other employees accept and practice the same philosophy. In order to do so, the Food & Beverage Director will be a member of a cohesive leadership team, communicate the leadership teams' clarity to everyone within the organization, and put in place enough structure to reinforce that clarity.

Club Dining Venues:

Boaters Grille and Terrace – Casual with 160 seats, serving Breakfast, Lunch & Dinner open 7 days per week.

Ballroom – 250 seat capacity

Main Brace Lounge – 60 seat capacity

Yardarm and Veranda – 140 seat capacity

Briggs Room – 80 seat capacity

Founders Room – 22 seat capacity

Commodores Room – 40 seat capacity

Private Rooms – The Club has six (6) Private Rooms with seating Capacity ranging from 8 to 250 guests. The Club can accommodate up to 325 for a sit-down event.

CLUB DETAILS

- 615 total members
- \$100,000 Initiation Fee
- \$4.5M Annual Dues Volume
- \$10M Gross Volume
- \$3.2M F&B Volume
- 9 Board Members (3-year term)
- Standing Committees: Admissions, Membership, Finance, Entertainment, House, Nominating, and Building, Docks, & Grounds
- The Club is open 12 months annually. (Closed 3 days/week during months of June-September) "Season" is December to April
- Website: <https://www.naplesyc.org/>

[CLICK HERE TO APPLY](#)