

KOPPLIN & KUEBLER

"The Most Trusted Names in Private Club Executive Placement"

EXECUTIVE CHEF, BONITA BAY CLUB

BONITA SPRINGS, FLORIDA

Bonita Bay, located midway between Naples and Fort Myers, was founded in mid-1980 and became a member-owned club in 2010. The Club is an integral part of the beautiful Bonita Bay community and is celebrated for its environmental stewardship and award-winning landscaping. More than 1,400 of its 2,400 acres are devoted to open space, including lakes, nature preserves and a 12-mile network of biking and walking paths. Bonita Bay Club includes a five championship golf courses, two clubhouses, a tennis center, and a fitness center and spa.

The 55,000 square-foot Main Clubhouse is the social hub of Bonita Bay. The clubhouse is classically designed and includes the casual Club Room, the Fireside Room, a spacious card room, and beautifully appointed locker rooms, all with views of Bonita Bay's natural surroundings and verdant courses. The Arthur Hills-designed Bay Island, Creekside, and Marsh courses are located here.

The East Clubhouse is an 8,300 square foot facility nestled amid 1,034 acres of cypress stands, Florida slash pines, and sabal palms. The East Clubhouse features a formal dining room, grill room, bar, pro shop and day lockers. The East Clubhouse is home to two Tom Fazio-designed golf courses: the Cypress and Sabal courses.

The Bonita Bay Tennis Center has one of the busiest social and competitive calendars in the country with more than 25 league teams and exciting events. 18 Har-Tru courts have a subsurface irrigation system that maintains top playing conditions at all times and 13 of the courts are lighted.

The 10,000 square foot, newly renovated Fitness Center & Spa, located adjacent to the Tennis Center, is fully staffed and includes a full complement of exercise equipment, spa treatment rooms, locker rooms and showers.

For more information, please visit Bonita Bay Club's website at: www.bonitabayclub.net.

CLUB FACTS

- At present, there are approximately 1,228 Full Members, 187 Tennis Members, 200 Fitness Members, and 389 Social Members.
- Amenities include:
 - Two clubhouses: Main clubhouse is 55,000 square feet; East clubhouse is 8,300 square feet.

- Dining and social facilities include Main Dining Room, Fireside Dining Room, Private Dining Room, Club Room, Board Room, and Card Room at the main clubhouse; Dining Room and Lounge at the east clubhouse.
- Bonita Bay Club's 5 golf courses include 3 Arthur Hills designed courses at the main clubhouse; and 2 Tom Fazio designed courses at the east clubhouse.
- The sports complex includes 18 tennis courts (13 courts lighted), tennis pro shop, teaching/exhibition tennis court, swimming and related facilities, fitness center, and spa.

BONITA BAY CLUB – EXECUTIVE CHEF (EC)

The Executive Chef at Bonita Bay Club is responsible for all food and beverage Back-of-the-House (BOH) operations at both the East and West Clubs, working closely with Front-of-the-House (FOH) staff to ensure quality and innovative services, products and offerings to members and guests of Bonita Bay.

The EC leads, manages, motivates and directs kitchen staff, including the Executive Sous Chef and Sous Chef at the West Club and the Sous Chef at the East Club, to achieve the objectives set by the General Manager, Assistant General Manager and EC. The EC creates the standards for kitchen policies and procedures, communicates these policies and ensures that the policies are adhered to by all BOH staff.

The EC is responsible for ensuring that all food is consistently outstanding – from standard country club fare to special culinary events throughout all food venues including the East and West clubhouses, off-site catering, and take-out dining. The EC understands that consistency in producing and delivering popular club menu items is just as important to the member experience as producing memorable and sophisticated culinary specialty dinners, and is responsible to ensure that his/her team approaches each activity with identical focus.

He/She is expected to be a positive and regular 'face' for culinary operations for the Club, and needs to be comfortable conversing and interacting in both back and front of house settings as he/she interfaces with multiple and diverse constituencies (members, staff, etc.) throughout the day.

The EC at Bonita Bay Club is a team builder who mentors kitchen staff and develops a pipeline of talented and creative staff and interns by building a reputation as an excellent learning and training ground for up and coming culinarians. Additionally the EC leads by example and will step in to work any place on the line as needed, but is expected to be the executive 'lead' in these areas on a day-to-day basis.

The EC leads the BOH initiative relative to accident prevention, training and retention of staff, and sanitation and safety standards. The EC pays sharp attention to detail, enforces the highest standards of sanitation and safety, and ensures that all BOH staff approach the standards with the same level of focus.

The EC leads the member service initiative in all F&B BOH areas and consistently strives for and exceeds higher scores in the yearly member survey and in industry standards, than prior years.

The EC is responsible for leading the product knowledge training for FOH personnel through daily pre-meal meetings and special food knowledge training programs.

The EC works as a strategic and operational partner with the managers and staff of Bonita Bay Club to develop information sharing, good communication, superior internal and external customer relationships and high performance teamwork to achieve club objectives.

The EC is someone who looks at mistakes and 'opportunities' for improvement, and instills this mindset and outcome into his/her team, while at the same time epitomizing the perspective of being 'readily open and embracing of input,' as well as is approachable by both members and staff.

The EC coordinates internally and is very involved with F & B Managers and Club service personnel on a daily basis to ensure timely, knowledgeable and efficient service. He/She is 'obsessed' with doing things well, consistently better, and has a strong "back door" focus to achieve financial goals and expectations.

The Club, like many in Florida, is highly seasonal with approximately 70% of the membership leaving at the end of each season. This, therefore, requires someone with an exceptionally strong work ethic 'in-season,' and who recognizes the need to effectively plan, evaluate, recruit and retool in the off-season, which is generally from mid-May to the first of October.

The EC acts in a consultant capacity for facility development, as requested, as it is likely that the Club will undergo an expansion/improvement project within the next three years.

Ultimately, the Executive Chef of the Bonita Bay Club is a critical and positive 'face' of culinary operations at the Club. He/She is an integral part of the overall success of the operation, and is a strong 'influencer' on each constituency he/she interfaces with while performing his/her duties. The responsibility to lead this facet of the organization from a passionate, creative, supportive, progressive and 'team' focused perspective is of critical importance for long-term success.

ORGANIZATIONAL STRUCTURE

Bonita Bay Club operates under the General Manager (GM) organizational structure. The Assistant General Manager reports to the GM, and the Executive Chef reports to the Assistant General Manager.

Direct reports to the Executive Chef position include:

- Executive Sous Chef
- Sous Chef West Clubhouse
- Sous Chef East Clubhouse
- Purchaser, if one is in place
- Culinary team

The EC coordinates closely with other key Department Heads, primarily as it relates to cooperative efforts surrounding planning, scheduling, special events and implementation of Club functions.

GENERAL QUALIFICATIONS & EXPERIENCE

- *A strong and passionate leader and culinary professional with a proven track record of providing Platinum-level services in a multiple facility and membership constituency environment, and with a personality that is commensurately appropriate to the Bonita Bay Club membership.*
- Has a minimum of *five years prior management experience as an Executive Chef* in similarly-styled kitchen operations and at least eight years of diversified kitchen and hospitality industry experience to include banquet, fine dining, café and theme restaurant operations.
- Has exceptionally strong food and beverage credentials, and *most importantly, the ability to consistently define and achieve goals and objectives.* This includes proven and verifiable leadership qualities with demonstrated ability to direct, coordinate and control all facets of an active food and beverage operation with *revenues exceeding \$2.4 M.*
- Has at least two years of private club experience in a culinary management capacity.
- A professional with a *verifiable, positive career track, unblemished by inappropriate behavior of any sort that would be potentially detrimental or embarrassing to the membership of Bonita Bay Club.*
- Must be in compliance with and actively support a drug-free workplace.
- Must possess verifiably strong written and oral communications skills.
- Must have computer skills including but not limited to Microsoft Outlook, Word, and Excel. This position also requires technical skills to effectively manage multiple restaurants in one location as well as in multiple locations. Experience with the JONAS software system is a plus.

EDUCATION AND CERTIFICATION

- Minimum of an Associate's Degree in culinary arts from a culinary school such as Culinary Institute of America.
- Certified Executive Chef (CEC) designation preferred from the American Culinary Federation.

TRAITS, SKILLS AND COMPETENCIES

- Must understand and practice the member service philosophy at the Club and be fully engaged in and fulfilled by providing members with consistent, high quality food and innovative plate presentation.
- Is meticulous about food handling, cleaning, and organizing the kitchen and insists that all BOH staff do the same.
- Continually looks for opportunities to improve BOH service and learns and incorporates lessons from prior experiences. Must be willing to listen to staff and members for input and understands that the EC and entire BOH department are there to fulfill members' needs.
- Is a well-respected, pro-active member of the management team and is able to generate thoughts and ideas that result in increased sales and improved member satisfaction.
- Possesses exemplary technical skills as they relate to organizing multiple kitchen operations, culinary skills, and people and management skills.
- Excellent financial skills, with the ability to quickly assimilate numbers and reports. Is knowledgeable regarding typical club BOH F & B critical benchmarking and financial metrics that lead to proactive responses to trending curves.

- Exceptionally strong communication and facilitation skills, both written and verbal, with the appropriate personal presence, and a desire and ability to interact effectively before diverse constituencies of members, staff, vendors and others who are part of the success of Bonita Bay Club.

MISCELLANEOUS

- Proactively solves problems, develops and proposes solutions to problems that occur, anticipates the needs of staff and members, and can react quickly to it.
- Manages time and establishes priorities. Is a self-starter and well organized.
- Someone who has been a “difference maker” wherever he/she has been in the past.
- A person of proven integrity and honesty.
- A person who is committed to professional growth and development, for him/herself and his/her team of associates.

For more information or inquiries, or to make your interest known to the firm, please present your credentials along **with a cover letter detailing your interest as well as your alignment with the above noted qualifications and expectations to:**

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