

Executive Chef at Mount Kisco Country Club

The Executive Chef position offers an outstanding opportunity for candidates with a successful track record of culinary skills and leadership, serving a diverse family-oriented membership. MKCC is seeking a well-rounded Executive Chef who will be mindful of Club traditions, while exposing the membership to culinary innovation. Building relationships with the membership through a highly visible approach is a crucial aspect of the position.

This role best fits candidates with exceptional organizational skills, effective communication, with a proven leadership style that promotes a welcoming culture to direct reports and peers. The Executive Chef must have a passion for cooking, working with a seasoned staff to enhance their skill set and to bring the best out of them. The Executive Chef will be joining a well-respected Executive Leadership Team.

MKCC is embarking on a master plan for the clubhouse and surrounding buildings. The Executive Chef will play an instrumental role in planning the Club's future.

About Mount Kisco Country Club

Located in Northern Westchester, Mount Kisco Country Club is known for its family friendly community, with a lifestyle that has a vibrant food & beverage program and features activities for all ages, including golf, tennis, paddle, pool and an active youth program with a summer camp. The Club has a social calendar with a variety of activities, from family events, adult-only events, themed parties, junior cooking classes to wine tastings. With the recent addition of a tennis bubble and an established paddle program, the Club now has year-round athletic activities, which have expanded the dining opportunities available to the membership.

The Club's food and beverage program is in full swing from April through December, with a modified schedule January through March.

- April – October - Lunch is available six days a week, and dinner is available four nights a week.
- November - December – Lunch is available four days a week, and dinner is available three nights a week.
- January- March – A pub style dinner menu is available on Wednesday and Thursday nights.

In addition to clubhouse dining, the Club has a halfway house, open April through mid-November, and a pool snack bar.

The Club hosts a variety of private events, including weddings, bar / bat mitzvahs, fundraisers, other special occasions, and golf outings.

MKCC Statistics

- Number of Members -360
- Food & Beverage Sales - \$2 Million
- Food Sales - \$1.6 Million, of which 60% is Member Dining
- Average Age of Membership 50

Executive Chef Responsibilities and Tasks

- Take full ownership of the culinary team.
- Schedules and coordinates the work of the culinary team.
- Leading the team, being hands on as needed.
- Develop standard operating procedures, continually evaluating effectiveness.
- Develop and maintain standard recipes and techniques for food preparation and presentation that assure consistent high quality, while minimizing food costs.
- Ensure high sanitation standards, cleanliness and safety are maintained in all kitchen areas.
- Plan and determine pricing in all food locations, special occasions and events.
- Continuously monitor payroll, to ensure it is in line with budget.
- Embrace technology which assists in the management of the kitchen and the financial performance of the operation.
- Prepare operating and capital budgets, including annual food, labor and other expenses. Monitor actual financial results, taking corrective action as necessary, to help ensure the financial goals are achieved.
- Complete control of food purchasing and inventory.
- Work closely with the front-of-house food and beverage staff to ensure a cohesive experience that consistently exceeds the expectations of members and guests.

The Executive Chef reports to the General Manager and is a member of the Food & Beverage Leadership Team, which includes the Clubhouse Manager, Dining Room Manager and the Communications & Membership Director.

Executive Chef Candidate Qualifications

- Five years' experience in a similar role with multi-food outlets and a banquet operation.
- Ten years of food production and management experience.
- Team player with all Club staff, who understands the intricacies of a private club.
- Excellent communicator, who is dynamic and has a passion for the culinary profession.

Education and Experience

- A culinary arts degree or certificate from an accredited institution.
- Certification in food safety.
- Experience with POS systems and other technology.

Compensation Package:

- Salary range commensurate with experience - \$170,000 - \$200,000, with a performance bonus.
- Health & Dental Insurance, in accordance with club policy, with employee contribution.
- Life Insurance policy paid by Club
- Other coverages available with 100% employee contribution – Supplemental, Telemedicine, Critical Illness, Long Term Disability, Vision and Identity Theft Insurance.
- 401K participation with Club match.
- Education allowance and association dues.

Compelling cover letter and resume should be sent to the attention of:

Todd Zorn, CCM General Manager
todd.zorn@mountkiscocc.org

Cover letter and resume must be submitted by December 13th for consideration.