

# Fox Valley Golf Club

**Position:** Head Chef / Dining Manager

**Location:** Fox Valley Golf Club, W1759 Cty Hwy UU, Freedom, WI 54130

**Duration:** Full-Time (year-round salary w/ seasonal hours)

**Salary:** Negotiable per level of experience

**Benefits:** Negotiable per level of experience

**Description:** The Fox is excited to offer a career opportunity that facilitates your culinary creativity. Qualified candidates will experience an engaged and supportive membership that appreciates the craft of providing a quality dining experience at a laid-back club. Join our energetic team and continue lead them as they provide membership and guests with positive dining experiences. **If you're looking for a year-round salary with seasonal hours, apply today! Signing bonus included!** Salary and benefits discussed during interview.

**General Responsibilities:** Head Chef / Dining Manager will oversee all dining operations including special events. Oversee all hiring and training of food and dining staff, seasonal staff and partner with the Bar Manager and Club Manager to ensure membership a positive food and beverage experience.

## Job Duties:

- Create and prepare menu
- Order from and manage vendors
- Supervise kitchen and dining staff
- Recruit kitchen and dining staff
- Estimate and manage food and labor costs
- Cook and prepare plates with the assistance of staff
- Coordinate dining events with assistance of Food and Beverage Committee
- Assist with internal club events to provide dining element
- Arrange for equipment purchases and repairs
- Ensure kitchen is in working order to code and safety standards
- Report on dining operations to the Board of Directors
- Maintain a positive and professional approach with coworkers and membership

## Requirements and Skills:

- Proven working experience as a Head Chef
- Strong communication and leadership skills
- Capable of delegating multiple tasks
- Keep up with cooking trends and best practices
- Working knowledge of restaurant management software (Point of Sale - POS)
- Excellent time management skills
- BS degree in culinary science or related certification(s) or comparable industry experience

Please email application, resume and any other materials to:

FVGC Bar & Dining Committee Chair

Mark Dougherty - [doughertymark59@gmail.com](mailto:doughertymark59@gmail.com)