



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

Position Available:
DIRECTOR OF FOOD & BEVERAGE
Old Town Club
Winston-Salem, NC

Old Town Club, located in Winston-Salem, NC seeks an experienced hospitality professional to join their team as the Director of Food & Beverage. This position will manage the overall service experience for members and guests in the Club. He/she will oversee the F&B management team and service staff; meet and greet guests; maintain order and cleanliness; and assure that member satisfaction standards are consistently attained. This position will oversee new staff onboarding, training, and managing employees and ensure designated areas are clean and ready for best-in-class service for the Club.

ESSENTIAL FUNCTIONS

- Receives and greets all members and guests throughout Club
- Assures F&B Management team has areas prepped for business each shift
- Works with Executive Chef and Event Coordinator on banquet operations, menus, and services
- Creates training protocols for the F&B Management team and service staff
- Oversees beverage program, ensures it is relevant and evolving
- Continuously evolves training procedures for supervisors and staff
- Oversees monthly beverage inventory and bi-annual china/glass/silver inventory
- Ensures all F&B areas and equipment are in working order
- Ensures all legal requirements are adhered to, including federal, state, and/or local laws pertaining to alcoholic beverages and child labor
- Maintains contact with members and helps assure maximum member satisfaction
- Oversees Point of Sale creation and ease of access
- Advises in planning and implementing service procedures and logistics for special Club events and banquet functions
- Attend and lead weekly staff meetings to discuss upcoming event details
- Oversees weekly linen ordering
- Works with Assistant General Manager on budgeting needs for F&B spaces
- Researches and implements F&B trends within the industry at the Club

QUALIFICATIONS & EXPERIENCE

- Degree in hospitality management or extensive previous experience in hotel, resort, restaurant, or catering is preferred
- Has obtained or is actively working towards earning their Level 1 Sommelier Certification
- Has obtained or is actively working towards earning their CCM Designation
- Serves as a daily on-site troubleshooter, quelling confusion, and smoothing ruffled feathers when departmental conflicts arise to serve as a voice of reason for internal conflicts within the department
- Must have a clear idea of the Club's overall organizational goals as well as an understanding of the responsibilities of each department and duties of each employee
- Possess firm organizational focus, diplomacy, attention to detail, and flexibility



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

COMPENSATION & BENEFITS

- Salary range is from \$80,000 - \$85,000, commensurate with qualifications and experience
- The Club offers an excellent bonus and benefits package to include:
 - Local and National Dues for CMAA
 - Continuing educational package
 - Medical, Dental, Vision, STD, LTD (medical premiums for employee 100% covered)

REPORTS TO

Assistant General Manager

DIRECT REPORTS

Food & Beverage Managers, Banquets, and F&B Staff
Indirectly supervises Security, Housekeeping, Valets, and Maintenance

CLUB OVERVIEW

Old Town Club is a multi-generational, member-owned, private country club consisting of an 18-hole championship golf course. This 1939 Perry Maxwell design, which was restored in 2013 by architects Bill Coore and Ben Crenshaw, is currently ranked 21 in *Golfweek Magazine's* list of the top 100 "Classic" designs in America, No. 41 in *GOLF Magazine's* list of the top 100 golf courses in the United States and No. 92 in the world in *GOLF Magazine*.

Located right next door to the campus of Wake Forest University, Old Town has been the official home of Demon Deacon golf for many decades. Other amenities include eight outdoor tennis courts (6 clay and two hard courts) with three (3) courts of elevated paddle tennis, three heated outdoor swimming pools, and an exceptional food and beverage operation. A broad range of activities are available to Members of all ages in a first-class, warm, and welcoming atmosphere. The average age of the members is 52, and Old Town Club is a small club by choice. There are no tee times, and the facilities are rarely crowded.

CLUB DETAILS

- 634 Total Members
- 11 Membership Categories
- \$50,000 Initiation Fee
- \$9.4M Annual Revenue
- \$4.2M Annual Dues
- \$2.9M Annual Food & Beverage Revenue; \$1M a la Carte Revenue
- Amenities include: Golf, Tennis, Paddle, Pickleball, Aquatics, Fitness Center and Dining
- Governance: Board of Directors consisting of 12 members on a 3-year term
- 9 Standing Committees, including Executive, Membership, Admissions, Finance and Compensation, Governance, Long-Range Planning, Clubhouse & Grounds, Golf & Greens
- Website: <https://www.oldtownclub.org/>

[CLICK HERE TO APPLY](#)