



**About the Club:** Canoe Brook Country Club is Platinum Club of America and Platinum Club of the World, steeped in history and prestige since its founding in 1901.

**IN MANAGEMENT'S OWN WORDS:** *The new Executive Chef will find that they will be working with a passionate and dedicated staff and a diverse appreciative membership, both of whom value exceptional dining and personalized experiences. Together we create a welcoming and serviced-focused community.*

**POSITION SPECIFIC:** Canoe Brook Country Club is looking for an Executive Chef who will be the visionary behind the Club's exceptional dining experience. As a hands-on leader, the Executive Chef will have the unique opportunity to design and implement creative, high-quality menus with full culinary autonomy. Working within the Club, the Chef will play a key role in shaping the Club's culinary identity, ensuring all food operations—spanning fine a la carte dining areas, banquets, special events, and casual dining—reflect management's commitment to the highest standards of flavor, presentation, and service.

The Executive Chef will establish and maintain culinary standards. The goal is to build a dynamic kitchen team, lead and hold them accountable. Be a strong leader who communicates effectively, upholds a “people-first but tough-on-standards” philosophy to ensure excellence while fostering a positive work environment.

**CANDIDATE QUALIFICATIONS:**

- The position requires an engaged leader with a strong culinary vision who will drive dining offerings and ensure quality control and consistency of menu items.
- The Executive Chef should have exceptional management and administrative skills with the ability to communicate with Staff and Department Heads.
- Is highly organized with their time and consistently meet all deadlines, including menu planning, event timelines, weekly features, and other culinary deliverables, to ensure efficient and effective operations.
- Is approachable, adaptable, respectful of others regardless of position/experience with the ability to solve problems.
- The new Executive Chef is passionate about all things culinary. Keeps current with the latest trends and equipment. Is able to produce new house-made items, creative buffet presentations and evolving menus.

- The new Chef is hands-on ensuring consistency in every dish through effective planning, ingredient sourcing, and meticulous attention to detail. Maintain high standards of food quality and presentation.
- The Executive Chef is expected to maintain visibility by walking through the dining rooms and making him or herself available to the Members.
- The Executive Chef is expected to attend all appropriate Committee Meetings to answer questions and give an operational update
- The Executive Chef plans and submits a proposed budget for the Culinary Department which includes staffing and equipment replacement needs etc. He/she will cost out menus and demonstrate strong and effective leadership with high quality management skills in controlling costs including labor costs.
- This individual will effectively delegate all kitchen tasks, including cooking, prep work, and cleaning duties. Ensure a clear division of responsibilities to maintain a spotless, well-organized kitchen.
- The ability to read and speak Spanish, while not required, is a plus.

*The Club offers a competitive base salary, performance bonus, and benefits package including a 401k plan, health and life insurance, vacation , and all appropriate and approved professional development expenses.*

*Please submit all resumes with cover letter via email to:  
Albert Costantini, CCM, CCE  
Chief Operating Officer  
[acostantini@canoebrook.org](mailto:acostantini@canoebrook.org)*