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EXECUTIVE CHEF PROFILE: WEE BURN COUNTRY CLUB DARIEN, CT

EXECUTIVE CHEF AT WEE BURN COUNTRY CLUB

Wee Burn Country Club in Darien, CT, presents an exceptional opportunity for candidates with a proven record of leadership and culinary excellence. As Executive Chef, you will lead the culinary team in serving members at one of the premier private clubs in the area. The Club's two clubhouses, diverse dining venues, high-end banquet spaces, and active a la carte dining demand a candidate experienced in high-quality and high-touch environments cherished by the membership. Ideal candidates will possess proven organizational skills, steady and thoughtful leadership, and effective communication abilities to ensure consistent execution. The Executive Chef will collaborate closely with the respected executive team, contributing to an exceptional club culture and ensuring the culinary offerings meet and exceed the club's high standards of excellence. This role is integral to providing an outstanding dining experience for both members and guests. If you have a passion for culinary innovation, a commitment to delivering high-quality cuisine, and the ability to lead a dynamic culinary team within an outstanding club environment, we invite you to explore this exciting opportunity at Wee Burn Country Club.

[Click here to view a brief video about this opportunity.](#)

ABOUT WEE BURN COUNTRY CLUB

Wee Burn Country Club, located in Darien, Connecticut, is a prestigious private club with a rich history dating back to its founding in 1896. Wee Burn, Scottish for "small stream," was named by the Scottish/American industrialist, Andrew Carnegie. Known for its commitment to excellence and tradition, Wee Burn offers a variety of high-end amenities and services that cater to its members' diverse interests and needs. The Club also owns a seasonal Beach Club facility, located on the shores of Long Island Sound approximately five miles from the Main Clubhouse.

The Club's facilities include a magnificent Mediterranean-styled clubhouse, a championship golf course designed by architect Devereux Emmet, with a three-hole short-game practice area, an expanded driving range, thirteen Har-Tru tennis courts, eight platform tennis courts with a 2,500 sq. ft. clubhouse, four ten-pin fully automated bowling lanes and re-decorated lounge, trap, skeet and five-stand shooting (also with its clubhouse) and extensive indoor and outdoor dining and banquet facilities at both the main and beach clubs. This is a full-service facility supported by a gracious and appreciative membership. The Club maintains an extremely robust waiting list of applicants for membership.

Wee Burn Country Club prides itself on maintaining a legacy of excellence and tradition. The club's commitment to providing exceptional service, luxurious amenities, and a welcoming community ensures that members experience the best of country club living.

WEE BURN COUNTRY CLUB BY THE NUMBERS:

- Approximate Members – 740
- Average Age Membership – 61
- Total Gross Revenue – \$18.7M
- Total FB Revenue –\$ 4.35M | Total Food Revenue – \$2.75M
- POS System – Northstar
- Food Cost – 46% Budget Actual 51%
- F&B 60% a la carte and 40% catering.
- Kitchen Staff - 30 FTE, 9 PT
- Kitchen Leadership – (chef de cuisine, a la carte Sous- Chef, banquet Sous- Chef)

- 4 Kitchens (2 in the Main Clubhouse – and 2 in the Beach Club)
- 45,000 dining covers per year | Average 8 weddings per year
- Student (J-1) housing on property
- 242 total club employees
- Club Closure – Mondays year-round (other than for golf outings), Christmas Eve, Christmas Day, Boxing Day, New Year's Day

WEE BURN COUNTRY CLUB WEBSITE: www.weeburn.com

WEE BURN FOOD & BEVERAGE OPERATIONS:

Main Club – Year-round

Beach Club – Memorial Day through Mid – September (member dining), May 1 – Memorial Day, and Mid-September – Mid-October (Private Events)

Emmet Room (Main Clubhouse) – 90 seats – classic casual dining space with views of the golf club through picture windows. Centerpiece bar, and a la carte dining seating. **Emmet patio** – 80 seats – beautiful season patio positioned between the Emmet Room and the golf course. Perfect for summer dining.

Grill Room (Main Clubhouse) – 90 seats – classic traditional space for lunch and upscale (jacket-required) dinner, seasonally. A traditional bar with wide a la carte seating and a signature fireplace.

Soundview (Beach Club) - 180 seats – beautiful modern seaside feels with inside and veranda patio dining. Lunch & dinner are served from Memorial Day – mid-September. The indoor space was completely renovated in 2019.

Ballast Reef (Beach Club) - 120 seats – classic al fresco dining on the waterfront. This dinner-only, casual, family-friendly outdoor dining space serves a casual menu from mid-June to Labor Day.

Beach Grille (Beach Club) – classic quick casual - walk-up dining venue. Perfect for all ages, with a casual café style menu.

Men's Locker Room (Main Clubhouse) – casual locker space with various complimentary offerings throughout the week.

There is not a la carte dining in this space, but traditional takeaways and beverages during the week. **Ladies Locker Rooms (Main Clubhouse)** – elegant locker space with various complimentary offerings throughout the week. No, a la carte dining in this space, but seasonal takeaways during the week.

Athletic Venues (Main and Beach Clubs) – Food is provided on a regular basis seasonally as well as for special events at tennis, platform tennis, bowling, and shooting. **"7th Hole" Snack Bar (Golf Course)** – Pass through the halfway House serving snacks, sandwiches, hotdogs, and beverages during the golf season.

Banquets & Catering - The Club offers two unparalleled venues for special occasions. The Main Club with incredible vistas over one of the premier golf courses in the northeast. The Beach Club, located in Rowayton, enjoys one of the most spectacular beachfront locations imaginable and is available for member-sponsored private events on a limited basis before Memorial Day and after mid-September. The following rooms are utilized for these events:

Ballroom (Main Clubhouse) – capacity of 275 **Soundview Indoor (Beach Club)** – capacity of 275 **Private Dining Room (Main Clubhouse)** – 50 **Crimmins Library (Main Clubhouse)** – 20 **Lounge (Main Clubhouse)** – 40

EXECUTIVE CHEF – POSITION OVERVIEW

Leadership

- Take full ownership of the culinary team; build trust with them by engaging, observing, learning, and listening to their wisdom, experience, and needs.
- Earn members' trust by instilling confidence through continued enhanced operations, interaction, and visibility.
- Create a fun, collaborative work environment while being "hands-on" when necessary but understanding when to step back and lead the team.
- Involve associates in the decision-making process of how "work gets done" and create a work environment of mutual respect in which people want to come to and participate every day.

- Be a focused and consistent evaluator of personnel, ensuring that standards of conduct and delivery are met; this includes oversight of high standards of appearance, hospitality, service, and cleanliness of the kitchen facilities.
- Be an active and dynamic recruiter of team members and someone who inherently enjoys developing and building his/her team and leading them to significant, positive membership satisfaction outcomes.
- Establish and consistently enhance operating standards for personnel in areas of responsibility and consistently evaluate knowledge, understanding, and execution to these high standards.
- Work closely with the front-of-house food and beverage managers to ensure a cohesive experience that consistently exceeds the expectations of members and guests.
- Hold daily/weekly staff briefings and line-ups with direct reports to keep them informed of necessary and relevant activities and expectations at the club. Assist in planning and be responsible for ensuring special club events are well-conceived and executed.

Operations

- Plan, organize, and run a busy banquet operation with multiple events happening at the same time across multiple locations as well as à la carte dining.
- Develop and maintain standard recipes and techniques for food preparation and presentation that help to assure consistent, high quality and minimize food costs.
- Ensure that high sanitation standards, cleanliness, and safety are always maintained throughout all kitchen areas. Establish controls to minimize food and supply waste and theft. Safeguard all food-preparation employees by implementing training to increase their knowledge about safety, sanitation, and accident prevention principles.
- Maintain safety training programs. Manages OSHA-related aspects of kitchen safety and maintains MSDSs in an easily accessible location.
- Continue to maintain the positive culture of healthy employee meals and understand the importance they have for the team's morale.

Financial

- Plan and assist with pricing of menus for all food outlets in the club and for special occasions and events. Schedule and coordinate the work of chefs, cooks, and other kitchen employees to ensure that food preparation is economical and technically correct, and within budgeted labor cost goals.
- Consistently monitor payroll and labor resource allocations to ensure they are in line with financial forecasting and goals.
- Embrace the use of systems (including regular inventory processes) and technology to assist in the management of the kitchen and the financial performance of the operation.
- Prepare necessary data for applicable parts of the budget; project annual food, labor, and other costs and monitor actual financial results; take corrective action as necessary to help ensure that financial goals are met.
- Maintain strong relationships with local vendors and identify new vendors to ensure the best prices for the best quality products.

INITIAL PRIORITIES

- Evaluate and set appropriate and necessary standards of operation, execution, and delivery within the culinary operation, taking ownership of the entire experience from production to final delivery of the product, while working closely with the FOH leadership team.
- Be visible with the membership, engaging and acting as the face of Food & Beverage, actively building relationships with Members.
- Implement effective daily, weekly, and monthly communication across the culinary team.
- Establish a leadership and mentoring role in the kitchen, and develop young talent, while exposing the team to new ideas and techniques.
- Create an innovative, relevant, consistently interesting a la carte menu that provides Members with competitively priced and desirable options that are reflective of most Members' interests and tastes.
- Continue to raise the bar with Member events by infusing creativity and variety into club favorites.

CANDIDATE QUALIFICATIONS

- Five years' experience in a similar role with exposure to multi-outlet operations and banquet operations
- Degree in culinary arts and/or other hospitality management focus.
- Has ten years of food production and management experience.
- Is a dynamic, creative, empathetic, and caring individual who communicates well with staff and Members.
- Is a team player, within the kitchen, with the FOH team, and with all club and team members.
- Is experienced with technology including POS, and Microsoft Suite

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- A bachelor's degree is preferred with a focus on Hospitality Management or Culinary.
- In lieu of the degree, substantial culinary or hospitality experience will be considered.
- Has achieved or is working towards Certified Executive Chef (CEC) certification through the American Culinary Federation (ACF) or Pro Chef II certification through the Culinary Institute of America.
- Food Safety Certified

EMPLOYMENT ELIGIBILITY VERIFICATION

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

SALARY AND BENEFITS

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefits package including association membership. Salary Range: 185,000 – 225,000

INSTRUCTIONS ON HOW TO APPLY

Please upload your resume and cover letter, in that order, using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process. Please be sure your image is not present on your resume or cover letter; that should be used on your LinkedIn Profile.

Prepare a thoughtful cover letter addressed to Wee Burn Country Club General Manager, Mr. Warren Burdock, and clearly articulate your alignment with this role and why you want to be considered for this position at this stage of your career, and why WBCC and the Darien, CT area will be beneficial to you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible but no later than August 26, 2024. Candidate selections will occur early September with first Interviews expected in September 2024 and second interviews a short time later. The new candidate should assume his/her role in early November.

IMPORTANT: Save your resume and letter in the following manner:

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – Wee Burn”

(These documents should be in Word or PDF format

Note: Once you complete the application process, you are not able to go back in and add additional documents.

[Click here](#) to upload your resume and cover letter.

If you have any questions, please email Bethany Taylor: bethany@kkandw.com

Lead Search Executives:

Annette Whittley, Consultant & Search Executive ▪ annette@kkandw.com ▪ 561-827-1945 (M)

Lawrence McFadden, CMC, Search Executive ▪ lawrence@kkandw.com ▪ 239-963-6888 (M)