

KOPPLIN KUEBLER & WALLACE

THE MOST TRUSTED NAME IN EXECUTIVE SEARCH AND CONSULTING

DIRECTOR OF FOOD & BEVERAGE PROFILE: THE OCEAN CLUB OF FLORIDA OCEAN RIDGE, FL

DIRECTOR OF FOOD & BEVERAGE OPPORTUNITY AT THE OCEAN CLUB OF FLORIDA

The Ocean Club of Florida is seeking a Director of Food and Beverage (DFB) with a proven track record of leadership and excellence in food and beverage operations management within upscale hospitality or private club establishments. The ideal candidate must have an upbeat, positive personality, be motivating and engaging with members, and come with a background in people development, training, and a strong leadership presence.

The club, which is seasonal and quieter in the summer, offers a good work-life balance. Candidates must love working outside in the Florida sunshine as a large majority of the F&B operations are outdoors.

As a pivotal member of our dynamic executive team, the Director of Food and Beverage will contribute to maintaining the club's renowned commitment to an exceptional work environment and continuous pursuit of excellence for both members and staff. Aligned with our service mission, the DFB will lead a team of diverse professionals dedicated to consistently creating memorable and unique member experiences.

If you are a dynamic leader with a passion for food and beverage, possess a commitment to delivering unparalleled service, and are excited about contributing to the continued legacy of excellence at The Ocean Club of Florida, we invite you to explore this exciting opportunity and join our team.

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

ABOUT THE OCEAN CLUB OF FLORIDA

The Ocean Club of Florida was established in 1962 as a classic Florida beach, dining, and tennis club set on a beautiful barrier island property stretching from the Atlantic Ocean to the Intracoastal. At the core of the Club's mission is the commitment to members who seek the shared values of integrity, friendship, family traditions, loyalty to staff, and love of a timeless, understated Florida experience. The Club's mission is supported by a staff dedicated to delivering excellent service to members, their families, and guests.

The club was initially developed by Carleton Blunt, who alongside Stuart B. Inglehart, Stuart McCampbell, and A. Innes Mackenzie signed the articles of Incorporation on April 26th, 1962. Mr. Blunt, the founder of The Country Club of Florida, sensed the need for his members to have a non-profit Social Club on the Ocean for dining, bathing, and other activities. Mr. Inglehart strongly concurred and suggested that they acquire an oceanfront property that was not too distant from their golfing facility and establish a beach club complex. The idea received enthusiastic support and the plan of action commenced. The Ocean Club of Florida enjoys an enviable reputation for its ambiance and amenities. Our membership feels it is the finest social club in South Florida - served by cheerful and competent employees.

The Ocean Club of Florida has two main kitchens. The upstairs kitchen services The Coral Room and Bar, both of which have ocean views and stretch along the clubhouse. The upstairs dining also includes The Pineapple Room, Terrace, and board room, all of which can be used for private dining or larger parties.

The downstairs kitchen services the pool café, pool deck, bar, cabanas, and beach. At lunch, Members can dine while enjoying the pool and beach chaise lounges, in their cabanas or the pool café.

The club holds regular Member events, the largest of which is Easter Brunch, with over 450 lunch covers and 150 for dinner. The club typically hosts two weddings per year and a small number of private events. Member events and Bridge banquets are hosted in the Ocean Room.

THE OCEAN CLUB OF FLORIDA BY THE NUMBERS:

- Initiation fee: \$80,000.00
- 25,725sq. ft clubhouse
- 450 Members
- 72 Average age of Members
- 66 FTE / 10 Seasonal
- 2 Kitchens
- 38 Food and Beverage Employees
- 43,352 Covers per year
- Gross Revenue Approximately: \$5.2M
- F&B Revenue Approximately: \$2.2M
- 97% ala carte and 3% catering
- POS System is Club Essentials

THE OCEAN CLUB OF FLORIDA WEBSITE: www.oceanclubofflorida.com

DIRECTOR OF FOOD & BEVERAGE POSITION OVERVIEW

The Director of Food & Beverage (DFB) is ultimately responsible for all club property food & beverage service operations daily, including its activities, dining options, financial success, and relationships between club members, guests, and employees. The Director of Food and Beverage should have experience in improving member satisfaction and enhancing employee engagement. Being the “public face” of these operations with a hands-on approach and an understanding that full “on-the-floor” member and staff engagement is critical to success in this position. The DFB consistently provides superb dining and other food and beverage experiences for the Club’s membership and their guests. Furthermore, proficiency in beverage knowledge, including wine and spirits, is essential for this role. The successful candidate must demonstrate an understanding of beverage trends, pairings, and service protocols, enhancing the overall dining experience and contributing to the Club's reputation for excellence in both food and beverage offerings.

The Food and Beverage Manager, bar supervisor, and F&B supervisors all report to the DFB. This position works closely with the Executive Chef and reports to the General Manager. The relationship with the executive leadership team is particularly important to this position, ensuring collaborative and harmonious relationships between front and back-of-house operations. The DFB will interact with both the House Committee and the Board of Management.

KEY RESPONSIBILITIES

LEADERSHIP:

- Offer effective leadership and direction for managers and staff in the F&B department.
- Establish and maintain respectful rapport with F&B managers and all department heads at The Ocean Club of Florida.
- Work harmoniously with the Executive Chef and kitchen management.
- Oversee the Catering and Member Events.
- Be a positive and enthusiastic motivator for all F&B personnel.
- Coach and mentor F&B leadership and line-level team.
- Be a collaborative team player who is willing to be “hands-on” when necessary but understands when to step back and lead the team.
- Ensure the team clearly understands performance expectations and that assigned tasks are reasonable, well-conceived, and appropriately conveyed. Provide resources necessary to allow employees to perform their jobs effectively and be fair and firm in adherence to club policy and procedure.

- Recommend, monitor, and manage policies, operating procedures, and staffing for all F&B areas; recognize the needs and consistently perform high levels of service in each of these operating areas.
- Maintain and advance the overall beverage program with a focus on utilizing the Club wine cellar more effectively and enhancing cocktail, beverage, and beer programming by training the food and beverage team to be confident and knowledgeable in their approach to selling, serving, and speaking to members and their guests.

OPERATIONS AND MEMBERSHIP:

- Take personal ownership of his or her area of responsibility and understand the need to be consistently “member ready” in both appearance and service.
- Establish, where needed, standard operating procedures and processes for all dining areas.
- Clearly understand the logistics of banquet operations amidst other food and beverage offerings and develop and utilize systems for consistency and quality in all banquet events.
- Working in coordination with other leaders to ensure consistent standards result in member satisfaction.
- Have a strong highly visible and respectful presence with the membership, be an exceptional communicator, have adroit interpersonal skills, and have the maturity to instinctively know how to treat members and guests with a high level of service.
- Oversee all dining areas to ensure smooth and consistent experience commonality in all operations, high levels of member and guest satisfaction, quality food products, and exemplary service.
- Participate in marketing/communication programs to increase dining room, banquet, and general participation in F&B-related activities.
- Oversee all banquets and social functions, including member and member-sponsored events. Establish budgeted and actual P&Ls for each banquet event with the ability to communicate profit & loss expectations and targets.
- Hold weekly staff meetings 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.
- Ensure adherence to, and compliance with, all health, safety, liquor consumption, and all other food and beverage regulations. Keep current on all matters of the food and beverage industry.

HUMAN RESOURCE MANAGEMENT:

- Have a passion and aptitude for teaching and training all food service personnel, working, as necessary, with the staff directly responsible for operations.
- Be a focused and consistent recruiter and 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 clubhouse facilities.
- Establish and consistently enhance operating standards for personnel in areas of responsibility and consistently evaluate knowledge, understanding, and execution to these high standards.
- Conduct and/or oversee training programs for food service personnel on various issues including service techniques, knowledge of menu items and daily specials, sanitation, team building, and conflict resolution; regularly test and evaluate knowledge and understanding of these expectations.
- Ensure that an effective orientation and onboarding program exists in all areas of responsibility, along with consistent professional development and training.

FINANCIAL:

- Coordinates with the Accounting Office, and other food and beverage supervisors to keep appropriate par levels, keep an organized system for inventory, and maintain varied offerings of wine, beers, spirits, and other appropriate beverages.
- Plans and implements the front-of-house food and beverage budget.
- Clearly understand the metrics for the successful attainment of financial goals and objectives in F&B operations.
- Consistently monitor payroll and labor resource allocations to ensure they are in line with financial forecasting and goals.
- Oversee data management including dining reservations, covers and average check, menu mix, menu engineering, P&L, and Membership satisfaction.
- Be responsible for the management of all alcoholic beverage inventories and purchases.

- Have a strong sense of urgency and responsiveness, while maintaining quality and integrity of the department's business plan.
- Establish Key Performance Indicators (KPI's) and benchmark progress against these regularly.

CANDIDATE QUALIFICATIONS

- Proven food and beverage management experience in a restaurant/hospitality venue
- Beverage/Sommelier certifications preferred
- Ability to manage and inspire personnel with a passion for training team members
- Proven ability to work within budgeted targets and goals
- Flexible and adaptable management style
- Excellent communication and leadership skills

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

- Bachelor's degree (B.A.) in Hospitality Management or related field
- Minimum of 5 years of experience in a high-volume hotel, restaurant, or club operation

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.

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 Mr. Joseph Pavone, General Manager - The Ocean Club of Florida, 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 OCF and the Ocean Ridge 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 Monday, June 17th. Candidate selections will occur in early July with first Interviews expected in mid-July and second interviews a short time later. The new candidate should assume his/her role in Late August/Early September.

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

"Last Name, First Name - Resume" &

"Last Name, First Name - Cover Letter – Ocean Club"

(These documents should be in Word or PDF format)

Note: Once you complete the application process for this search, 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, Search Executive ▪ annette@kkandw.com ▪ 561-827-1945 (M)

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