

# KOPPLIN KUEBLER & WALLACE

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## **EXECUTIVE CHEF PROFILE: THE YALE CLUB OF NEW YORK CITY NEW YORK, NY**

### **EXECUTIVE CHEF OPPORTUNITY AT THE YALE CLUB OF NEW YORK CITY**

The executive chef opportunity at The Yale Club calls for an experienced culinary professional to lead in a large, diverse operation. The ideal candidate must embody qualities of respect, professionalism, and meticulous attention to detail. The role requires a leader with a unique ability to be present across various facets of the operation, from member functions to team management. Successful management of the Club demands a high-energy, organized, calm, and composed individual with refined business and personal skills. Previous experience in union operations is highly valued, given the Club's operating environment. As a "home away from home" for its members, The Yale Club upholds the goal of delivering everything at a level of quality commensurate with the educational standards of the University. The overarching objective is to strive for excellence and to "be the best in class" in every aspect of what The Yale Club offers.

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

### **THE YALE CLUB OF NEW YORK CITY**

The Yale Club was founded in 1897 on a shared common history, with the goal of allowing graduates the ability to continue the friendships they formed at Yale. Over its 116-year history, it has grown into the organization that members enjoy today; it is a club in the most cherished sense of the word. Located in the heart of Manhattan, The Yale Club of New York City is a haven of camaraderie and impeccable service, where guests experience old-fashioned warmth and tradition along with modern technology and amenities. Ensuring consistently positive member and staff experiences while staying relevant to a future pipeline of members is of utmost importance.

The Club has over 12,000 members from around the world, including 2,500 who live and work in New York City. Its membership continues to evolve and reflect the values, traditions, and above all, love for the University. Its membership is restricted almost entirely to alumni and faculty of Yale University. Three other, smaller clubs also are in residence at the Yale Club: the Dartmouth Club, the Virginia Club, and the Delta Kappa Epsilon Club. Members of these other clubs have the same access to the clubhouse and its facilities as members of the Yale Club itself.

The Club sits at 50 Vanderbilt Avenue, in the heart of midtown, and literally steps away from Grand Central Station. The Clubhouse was designed by James Gamble Rogers and hailed for its dignified neoclassical design. Upon opening its doors in 1915, the building became the largest clubhouse in the world and continues to be the largest university clubhouse in existence today. The 22-story clubhouse offers a rich history of tradition, as well as an array of modern amenities enhanced by the recently completed \$40 million capital investment program. The Club offers its members 138 guest rooms, three restaurants and bars a rooftop terrace venue, a Fitness and Squash Center consisting of three international squash courts, cardio machines, a weight room, a variety of fitness classes and a plunge pool, a 40,000-volume full-service library, and an exceptionally active programming and events schedule, hosting nearly 300-member activities each year.

The Club is recognized annually as a Platinum Club of America and is proud to offer exceptional amenities and services while providing the unique space celebrated for its warmth, timelessness, and understated elegance. They strive to be relevant to today's modern club members' needs and desires and has added value for their family-focused members by providing activities, programming, and facilities that the entire family can enjoy.

### **THE YALE CLUB OF NYC BY THE NUMBERS:**

- Gross volume – approximately \$40.5M
- Membership dues revenue – approximately \$13.1M
- F&B volume – approximately \$13.9M
- 36% a la carte 64% catering and events
- # of Employees - 297
- 22 Council (Board) Members serving three-year terms; 13 Committees
- Members: Approximately 12,000; from all categories
- Annual Dues for a Resident Member: \$2,622; other classes of membership are typically a percentage below
- Average Age Membership – 51
- Food Cost – 33%
- Payroll approximately \$22.5M
- Kitchen FTE –64
- Kitchen Leadership – (3 Sous Chefs – 1 Executive Sous Chef, 1 Executive Steward)
- 3 Kitchens
- Average 16 weddings per year

**THE YALE CLUB OF NYC WEBSITE:** [www.yaleclubnyc.org](http://www.yaleclubnyc.org)

## **FOOD & BEVERAGE OUTLETS**

**The Grill Room is open Sundays for** Cocktail Service: 1:00 pm – 7:30 pm, *last call at 7:15 pm* (complimentary bar snacks), and then used as a Member Meeting space Monday – Saturday: 7:00 am – 11:00 pm.

**The Tap Room & Bulldog** Bar is open Seven days per week for breakfast, lunch, and dinner, and a brunch buffet on Sundays.

**The Roof Dining Room & Terrace** is open for lunch and dinner in the summer season.

**The Main Bar & Lounge** is open for complimentary coffee in the morning a member lounge space during the day and the bar serves cocktails Monday – Friday.

## **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 assure that food preparation is economical, 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 à 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 within union environments.
- 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, Birchstreet (or similar purchasing programs), 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: \$190,000 - \$210,000*

#### **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 The Yale Club of NYC search committee** 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 YCNYC and the New York City 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 25<sup>th</sup> of March 2024. Candidate selections will occur early April with first interviews expected in April 2024 and second interviews a short time later. The new candidate should assume his/her role in May.**

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

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – Yale 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](mailto:bethany@kkandw.com)

#### **Lead Search Executives:**

Annette Whittley, Consultant & Search Executive

[annette@kkandw.com](mailto:annette@kkandw.com)

561-827-1945 (M)

Lawrence McFadden, CMC, Consultant & Search Executive

[lawrence@kkandw.com](mailto:lawrence@kkandw.com)

239-963-6888 (M)