



More than just a Yacht Club!

Founded in 1951, today the Venice Yacht Club enjoys an outstanding reputation in the Florida sailing and boating community of private clubs. Our Mission? "To provide an exceptional private club experience for a diverse and engaged membership across the full spectrum of family, social, dining, boating, water sports, and beach activities, while maintaining the highest standards of yacht club service to our membership with continuous commitment to improvement and innovation as well as service to our community."

Venice Yacht Club is a welcoming establishment that fosters a positive and supportive environment for both employees and members. The commitment to teamwork and camaraderie cultivates a sense of belonging, enhancing the overall work experience. Furthermore, the Club's dedication to excellence is evident in its high standards of service, which provide employees with opportunities to develop valuable skills and advance their professional growth. The waterfront setting also contributes to a pleasant and inspiring workplace atmosphere.

Venice Yacht Club prioritizes employee well-being by offering competitive benefits and promoting a healthy work-life balance. Our commitment to creating an enriching work environment, combined with the unique charm of our location, makes Venice Yacht Club an excellent choice for individuals seeking a rewarding and enjoyable career in the hospitality, leisure, and yacht club industries.

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Food and Beverage Manager

Position Summary

Responsible for all food and beverage expedition and service for the club. Bar manager, banquet manager, restaurant manager and managers of all other outlets such as Tiki bar. Hire, train and supervise subordinates and apply relevant marketing principles to assure that the wants and needs of club members and guests are consistently exceeded.

Responsibilities

- Assures that effective orientation and training for new staff and professional development activities for experienced staff are planned and implemented.
- Inspects to ensure that all safety, sanitation, energy management, preventive maintenance and other standards are consistently met.
- Helps plan and approve external and internal marketing and sales promotion activities for the food and beverage department.
- Helps plan and approves the organizational chart, staffing and scheduling procedures and job description and specifications for all department staff.
- Manages the long-range staffing needs of the department.
- Provides input and suggestions on the menu items proposed by the executive chef for all outlets, special events and banquet events.
- Establishes quantity and quality output standards for personnel in all positions within the department.
- Develops and implements policies and procedures for food and beverage department.
- Participate in weekly BEO meetings
- Consult daily with the executive chef, catering director, purchasing agent and other applicable club administrators to help assure the highest level of member satisfaction at minimum cost.
- Greets guests and oversees actual service on a routine, random basis.
- Helps develop wine lists and bottle or glass wine sales promotion programs.
- Develops on-going professional development and training programs for food production, service and bar production and

service personnel.

- Ensures correct handling procedures to minimize china and glassware breakage and food waste.
- Addresses member and guest complaints and advises the clubhouse Manager about appropriate actions taken.
- Develop interesting ways of promoting club functions in the dining room, lounge and other outlets.
- Assists in planning and implementing procedures for special club events and banquet functions.
- Maintains appearance, upkeep and cleanliness of all food and beverage equipment and facilities.
- Monitors employee dress codes according to policies and procedures.
- Approves all product invoices before submitting to the accounting department.
- Manages physical inventory verification and provides updated information to the accounting department.
- Responsible for the proper accounting and reconciliation of the point-of-sale systems and member revenues.
- Maintains records of special events, house counts, food covers and daily business volumes.
- Ensures that an accurate reservation system is in place.
- Audits and approves weekly timecards.
- Establishes and maintains professional business relations with vendors.
- Serves as manager on duty on a scheduled basis.
- Completes other appropriate assignments from the general/clubhouse manager.

Reports to

Assistant General Manager

Supervises

Servers, Bussers, Bar staff Tiki staff

QUALIFICATIONS

- High School Diploma or GED required.
- Minimum of 2 years' experience in food and beverage management preferably in a Private Country Club setting.
- Experience with Jonus Point of Sale Programs preferred.
- Must be computer proficient with knowledge of windows-based programs such as Word and Excel.
- Excellent listening, oral communication, and positive interpersonal skills are required.
- Ability to communicate effectively with food & beverage staff of diverse backgrounds, cultures, and education levels.
- Must be able to effectively hire, train, and discipline employees. Demonstrated ability to be a team leader, manage staff, and handle members/guests in a diplomatic, constructive and professional manner.
- Demonstrated results-oriented and capable of working in a minimal direction.
- Excellent organizational, time management, and follow-through skills.
- Must be a team player with the ability to work hands-on in a fast-paced environment.
- Must have strong knowledge of service and quality standards.
- Must have the ability to make proper charges to guest/member billing.
- Must be available to work mornings, nights, holidays, and weekends. (Hours and Days will fluctuate according to the time of year and activity level of the Club)

BENEFITS

- 401(k)
- 401k Matching
- Health Insurance
- Dental Insurance
- Vision Insurance
- Paid Time Off
- Employee meals
- Professional dues and educational expenses

Interested professionals who meet or exceed these criteria are encouraged to submit a resume and cover letter to Doug Laudenslager, Assistant General Manager at d.laudy@veniceyachtclub.com