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EXECUTIVE CHEF OPEN POSITION

[International Country Club](#)
13200 Lee Jackson Memorial Hwy
Fairfax, VA 22033

JOB DESCRIPTION

Overview:

As the Executive Chef of International Country Club, the primary objective is to consistently deliver exceptional culinary experiences to our valued Members and guests in an environment that embodies the essence of a "home away from home" with casual elegance. This role requires the capacity to make crucial operational decisions, providing visionary leadership to the culinary team in ensuring our Membership enjoys extraordinary dining experiences.

The Executive Chef position demands a unique blend of talents, including robust administrative and financial management skills. Effectively controlling food and labor costs is vital while upholding unwavering standards of member satisfaction and operational excellence. Additionally, this role calls for a dynamic and polished leader who excels in fostering meaningful relationships and engages at the highest echelons within the Club. Upholding the utmost standards of service, integrity, and professionalism is of paramount importance.

Duties and Responsibilities:

- Emphasize a "Member First" service culture that ensures member utilization, satisfaction resulting in a positive club experience.
- Provide visionary culinary leadership, ensuring the creation of menus that reflect innovation, seasonal ingredients, and member preferences.
- Financial guidance and reporting for all culinary operations in accordance with acceptable accounting procedures, including supervision and employing best practices in relation to proper ordering, receiving, inventory, storage, and distribution of food products.
- Monitor food costs, implement cost-effective measures, and develop strategies to achieve budgetary goals.
- Ensure that high standards of sanitation, cleanliness and safety are maintained throughout all kitchen areas at all times. Support safe work habits and a safe working environment at all times.

- 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.
- Develop standard recipes and techniques for food preparation and presentation which help to assure consistently high quality and to minimize food costs; exercise portion control for all items served and assists in establishing menu selling prices.
- Prepare necessary data for applicable parts of the budget; project annual food, labor and other costs and monitors actual financial results; take corrective action as necessary to help assure that financial goals are met.
- Attend weekly food and beverage staff and management meetings.
- Consult with the Clubhouse Manager/Food & Beverage Manager/Director of Catering/other related Department Heads about food production aspects of special events being planned.
- Directly supervise the cooking of items that require skillful preparation.
- Ensure proper staffing for maximum productivity and high standards of quality; control food and payroll costs to achieve maximum profitability.
- Evaluate food products to assure that quality standards are consistently attained.
- Ability to produce a high volume of work in a timely manner, which is accurate, complete and of high quality.
- Interact with food and beverage management to assure that food production consistently exceeds the expectations of members and guests.
- In conjunction with F&B management team, assist in maintaining a high level of service principles in accordance with established standards.
- Evaluate products to assure that quality, price, and related goods are consistently met.
- Develop policies and procedures to enhance and measure quality; continually update written policies and procedures to reflect state-of-the-art techniques, equipment, and terminology.
- Must have excellent people management skills and a firm, yet fair, management style with the ability to develop, nurture and retain seasonal talent.
- Provide training and professional development opportunities for all kitchen staff.
- Ensure that representatives from the kitchen attend service lineups and meetings.
- Periodically visit dining area when it is open to welcome members.
- Assist in the planning of departmental annual operations and capital budgets including policies and procedures to ensure proper controls necessary to achieve the parameters established by the budget.
- Ability to come to work regularly and on time, to follow directions, to take criticism, to get along with co-workers and supervisors, to treat co-workers, supervisors and members/guests with respect and courtesy and to refrain from abusive, insubordinate and/or violent behavior.
- Perform other duties as directed by the General Manager.

Requirements and Competencies:

- Proven experience as an Executive Chef in a high-end culinary environment.
- Culinary degree or equivalent certification is preferred.
- Exceptional creativity, leadership, and communication skills.
- In-depth knowledge of culinary techniques and trends.
- Strong organizational and problem-solving abilities.
- Commitment to maintaining the highest standards of food quality and safety.
- Ability to work efficiently in a high-paced, high-pressure kitchen environment.
- Efficiently and effectively produce work product with minimal waste and in a timely fashion.
- Ability to problem solve and make effective adjustments to recipes, work methods, and cooking techniques.
- Demonstrate effective communication skills to maintain a positive professional demeanor at all times and to remain calm and level-headed during the rush.
- Creativity to recommend new menu specials and banquet offerings.
- Sincere passion about cooking, people, and being of service to others.

Qualifications:

- Bachelor's degree from four-year college or university; or minimum of four years related experience and/or training; or equivalent combination of education and experience.
- Requires work experience that includes Club environment and/or food service at a hotel offering fine dining and large catered events and led banquet management functions.
- Effectively guides and directs others and has experience in training culinary staff.
- Will have basic working knowledge of inventory, purchasing, scheduling employees, food storage, and food safety.
- Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, procedure manuals, and effectively present information and respond to questions from groups of managers, committees, suppliers, members, and employees.
- Professional Certifications a plus.
- Ability to multi-task in fast-paced environment.
- Ability to reach, bend, stoop and frequently lift up to 35+ pounds.
- Be able to work in standing position for long periods of time.
- Must be able to pass background checks and drug testing.
- Working knowledge of various computer software programs (Microsoft Office, etc.).

Compensation, Benefits, and Hours:

- Competitive salary commensurate with experience (range of \$130,000 - \$150,000), education, skills, and training.
- Benefits: Medical, dental, vision, 401K retirement plan with generous match, paid vacation and personal/sick days, holiday bonus, life insurance/accidental death benefit, ACF education and membership, and family meals.
- Due to the nature of a Club hospitality environment, this full-time salaried position requires working 30-40+ hours per week depending upon the season. During the late spring, summer, and early fall seasons, the position must work up to 40+ hours per week. A full-time status of 30 hours will be maintained during the fall and winter months.

Overview

Founded on July 1st, 1961, International Country Club was named in part because the future permanent site of the club was to be located near Dulles International Airport. The present 18-hole golf course was opened in 1961, but the first clubhouse there was not constructed until 1968. This was the same year that the club's lease on the "town" course expired, at which time the "town" course and clubhouse were closed and all operations were moved to the present location. Later, in recognition of operating in only one location, the club began doing business as "International Country Club." From the outset, it was clear that International was to be more than a golf course and a clubhouse. The first swimming pool at the club's present location was opened in 1970. The club's first tennis courts were opened in 1974. International's golf course is widely recognized as one of the finest in Northern Virginia. In 2002, it was listed by the Virginia State Golf Association as one of the top 25 golf courses in the state of Virginia. Indeed, International was one of only four courses in Northern Virginia to be so highly regarded. In 1966, Golf Digest magazine included International among the nation's 200 toughest golf courses. Over the years, International also has hosted numerous USGA, VSGA, Middle Atlantic Golf Association events, including U.S. Open and U.S. Senior Open qualifying and the Virginia State Open. The Clubhouse (2018) and Golf Course (2020/1) have had recent renovations and the Club continues to plan for future improvements.

Number of Members: 750 Families

Membership Categories: 6

Wait List: Class A and Social Weekday

Number of Employees: 175 in-season

Annual Gross Revenue: \$12M

Annual Dues Revenue: \$5.15M

Capital Revenue: \$1.4M

Candidates: Please send your resume to brian@barmstrongconsulting.com

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