

## **EXECUTIVE CHEF/CULINARY DIRECTOR PROFILE: CONGRESSIONAL COUNTRY CLUB BETHESDA, MD**

(To apply click the link at the bottom of this file)

### **THE OPPORTUNITY AT CONGRESSIONAL COUNTRY CLUB**

Congressional Country Club, the number one Platinum Club in the country, is searching for a “servant leader” with experience building and leading a great, high-performing culinary team to achieve unsurpassed levels of excellence within a \$10M, multi-faceted F&B operation. If you are a “game changer” with a successful track record of leading high volume, high quality culinary operations, read on!

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

### **CONGRESSIONAL COUNTRY CLUB**

Located in Bethesda, Congressional Country Club is approximately 10 minutes outside Washington, DC. Congressional began in 1921 when Congressmen Oscar E. Bland and O.R. Luhning felt the need for a Club where members of Congress could meet socially with businessmen. The idea was taken to Herbert Hoover and he eventually served as the Club's first President. A prospectus was written and circulated to members of Congress and the country's top business leaders, inviting them to lifetime memberships.

Congressional has a rich history of U.S. Presidents being members or visiting the Club. Presidents Coolidge, Taft, Hoover, Wilson and Harding were lifetime members. President Eisenhower and his Cabinet frequently retreated to the Club's greens, and more recently, Presidents George HW Bush, Bill Clinton and Barack Obama have visited regularly.

The Club's original purpose has been transformed to become a full-service family Club. It also has a rich history of championship golf. Congressional has hosted numerous major golfing events, including the 1949 USGA Boys' Junior Championship, 1959 USGA Women's Amateur, 1964 US Open, 1976 PGA Championship, 1980-86 Kemper Opens, 1995 US Senior Open, 1997 US Open, 2007-09 & 2012-13 AT&T National, 2011 US Open, and the 2014 and 2016 Quicken Loans National (and will do so again in 2018, and 2020).

Congressional has two challenging 18-hole golf courses. Both courses are known for their rolling terrain, tree-lined fairways, and challenging greens. The world-renowned Blue Course was designed by Devereux Emmet and has been renovated over the years by Donald Ross, Robert Trent Jones, and Rees Jones. The course measures 7,574 yards and is considered among the best in the country.

Congressional's historic clubhouse, with its Spanish revival architectural style, is the largest clubhouse in the United States. It was designed in 1924 by architect Philip M. Jullien, and has an indoor bowling alley, tennis club, grand ballroom, one indoor and three outdoor pools, fitness center, fine and casual dining outlets, grand foyer, overnight guest accommodations, paddle tennis area, massage services, indoor Jacuzzi, and men's and women's locker rooms.

## CONGRESSIONAL COUNTRY CLUB MISSION STATEMENT

Congressional Country Club is a full amenity private club, rich in history and tradition, and committed to excellence.

## CONGRESSIONAL CORE VALUES AND SERVICE STRATEGY

Core Values:

*Consistent Implementation* – Valuing members first through empowered execution (who).

*Clear Intentions* – Provide every team members something to work toward, not just on (what).

*Continuous Improvement* – Every day our hospitality delivery must be Better, Unique or New (how).

Strategy:

Doing our best to work together, Congressional will further differentiate itself by creating an engaged Member community and developing thriving team members by Doing Simple Best.

## CONGRESSIONAL COUNTRY CLUB BY THE NUMBERS:

- 3,300 full members
- \$110,000 initiation fee
- \$7,500 annual dues
- \$30M+ annual gross volume
- \$10M annual F&B
- 65% a la carte/35% banquet
- 500+ employees
- 80-100 kitchen employees
- 5 kitchens
- 8 dining outlets
- 70-80 weddings a year
- 50's average age of members
- 40,000+ rounds of golf per year

## FOOD & BEVERAGE OPERATIONS

While Congressional has had a history of fine dining, today there are eight dining outlets that offer something for everyone.

The Founders' Pub at Congressional is reminiscent of an English Pub environment. Bar small bites as well as home-style favorites and classic entrees are available on the all-day menu. The Pub is a sports bar with a heavy golf influence. Offering warm fireplaces in the winter and two outdoor terraces and fire pits for *al fresco* dining in the summer; The Founders' Pub is the gathering spot all year round. The Founder's Pub seats 92 in the restaurant, 20 in the bar, and 56 combined on the two outdoor terraces.

The House Grill is Italian-inspired, family focused restaurant that features a Wood Stone oven. It also offers Congressional classics including Maryland crab soup, Congressional rum buns and crab cakes. The House Grill's upper level seats 70, the lower level seats 50 and the pizza bar seats 8.

The Congressional Chop House is a traditional steak house featuring local, grass fed family owned, dry aged beef. Steaks are cooked on an 1800-degree Montague grill seasoned with their signature Congressional Rub. This restaurant sets 80 and the bar seats 8.

Located in one of the most magnificent dining rooms in “all of clubdom” with historic, stain glass windows representing each branch of the military, the formal Capitol Dining Room offers “old-school,” classic French fare. The restaurant seats 90 and the alcove seats 20.

The Pavilion and Stone Bar are located at the aquatics center. The Pavilion is a Panera Bread-style restaurant where families order at the counter. The Stone Bar is also a popular spot for pool goers.

The Chef’s Table 101 is a more modern approach to the experience where members can enjoy a custom food and wine adventure in the heart of the main kitchen.

There are several “grab and go” concepts located at the Tennis House; the Great Lawn, and the Midway – the half-way house located on the Gold Course. The Midway needs a signature Congressional menu item that golfers can enjoy when playing the Gold Course.

On average, Congressional has 17 banquet event orders per day including to go orders, cakes, internal meetings, executive committee and board meetings, club functions and member events such as weddings (over 73 in 2017), memorials, galas, parties and business retreats. Banquet facilities include the Ballroom which seats up to 400 and includes an attached Sunroom; a half ballroom called the Congressional Room which seats up to 120; four smaller event rooms – the Windsor (seats 60), Presidents (seats 60), Caucus (seats 50), and Governors Rooms (seats 40); and the Board Room (seats 15).

The club is open for breakfast, lunch and dinner seven days a week, all year round. Its busiest seasons are in the summer and in December.

## ORGANIZATIONAL STRUCTURE

The Executive Chef/Culinary Director reports to the F&B Director. The Executive Chef is also an active member of the House Committee. Managers that report directly to the Executive Chef include the senior sous chef, two sous chefs, the banquet chef, the pastry chef, and the stewarding manager.

**CONGRESSIONAL COUNTRY CLUB WEB SITE:** [www.ccclub.org](http://www.ccclub.org)

## EXECUTIVE CHEF/CULINARY DIRECTOR JOB DESCRIPTION

The Executive Chef/Culinary Director (EC) at Congressional Country Club is responsible for planning and managing all aspects of food and pastry production for the Club’s restaurants, lounges, snack bars, banquets, rooms service, and employee dining room. He or she establishes and develops culinary strategies to meet business needs and exceed members’ expectations. The EC has the vision and the ability to lead and maximize team members’ potentials by mentoring and inspiring both heart-of-house and front-of-house staff. He or she lives the Club core values of consistent implementation, clear intentions, and continuous improvement.

## CONSISTENT IMPLEMENTATION

The EC is responsible for all food and beverage Heart-of-the-House (HOH) operations while working closely with Front-of-the-House (FOH) staff to ensure the delivery of **quality** and **consistency** of innovative services, products and offerings to members and guests.

The EC leads, manages, motivates, and directs kitchen staff to achieve the objectives set by the General Manager, F&B Director, and the EC. He or she creates the standards for kitchen policies and procedures, communicates these policies, and ensures that the policies are adhered to by all HOH staff throughout the Club.

The EC is responsible for ensuring that all food is consistently outstanding – from standard country club fare to innovative offerings and special culinary events throughout all operations. The EC understands that quality and consistency in producing and delivering the Smoke House Burger is just as important to the member experience as producing an innovative Table 101 dinner; and is responsible to ensure that his or her team approaches each activity with the same focus.

The EC proactively ensures that his or her team has the accountability, authority and resources necessary to manage, plan and execute the culinary program's culture of excellence. He or she approaches work with a sense of urgency and purpose and instills that into the team and those around them, allocates time and resources effectively when facing competing demands and deadlines, overcomes obstacles to accomplish challenging objectives that contribute to the member experience, and promotes feedback and ideas from team members.

The EC leads the HOH initiative relative to accident prevention, training and retention of staff, and sanitation and safety standards. The EC pays sharp attention to detail, enforces the highest standards of sanitation and safety, and ensures that all HOH staff approach the standards with the same level of focus.

The EC holds himself or herself accountable for achieving strategic goals and objectives and, ultimately, results.

The EC ensures that the team creates and updates menus often, incorporating daily features. The EC should also be flexible and adaptable to making changes.

The EC has a proven track record of budgeting and controlling food and labor costs. He or she is adept at creating and managing multiple budgets and provides food purchase specifications to control food quality and costs. He or she also keeps a close watch on minimizing waste. The EC pays close attention and takes corrective action as needed to ensure that financial goals are met.

The EC and his or her team is responsible for planning and providing quality and healthy employee meals for over 500 employees.

#### CLEAR INTENTIONS

The EC is responsive to Club and team member requests and strives to find creative ways to accommodate reasonable requests. He or she believes in the service philosophy: "the answer is 'yes,' what is the question" and instills that culture in his or her staff. He or she is interested in others' views, even if they counter their own.

The EC builds a culture of respect and requires that of his or her team; treating people fairly with dignity and respect. He or she addresses conflict in a timely manner. The EC makes decisions and commits to a course of action with available information in a practical manner; he or she communicates that action as appropriate and ensures that it is executed in a timely fashion.

The EC is the face of culinary operations and should be comfortable conversing and interacting in both BOH and FOH settings as he or she interfaces with multiple and diverse constituencies (members, staff, vendors, etc.) throughout the day. The EC is visible and approachable to both members and staff.

The EC works as a strategic and operational partner with Congressional managers and staff to develop information sharing, good communication, superior internal and external customer relationships and high-performance teamwork to achieve Club objectives.

The EC is someone who looks at mistakes as opportunities for improvement, and instills this mindset and outcome into his or her team, while at the same time epitomizing the perspective of being readily open and embracing of input.

The EC demonstrates business ethics and personal integrity. He or she is widely trusted and is a direct and truthful leader.

## CONTINUOUS IMPROVEMENT

The EC is a team builder who mentors kitchen staff and develops a pipeline of talented and creative individuals by building a reputation as an excellent learning and training ground for up and coming culinarians.

The EC proactively identifies and develops talent within and outside the Club while working closely with the Talent Acquisition Manager. He or she analyzes candidates' job-related skills and competencies to ensure each placement decision maximizes team dynamics and talent utilization, as well as fits within the high performing team culture.

The EC is recognized and respected by his or her peers and can generate a following of cooks, students and chefs that want to work at the Club and be part of the EC's high-performing team.

The EC actively pursues learning and self-development and shares learning, innovations, and best practices with others. He or she promotes the professional development of the team and is willing to learn from others. He or she also performs, if needed, all methodology, technical and procedural requirements of the job.

Ultimately, the Executive Chef of Congressional Country Club is an important and positive face of culinary operations. He or she is an integral part of the overall success of the operation, and is a strong influencer on each constituency he or she interfaces with while performing his or her duties. The responsibility to lead this facet of the organization from a passionate, creative, supportive, progressive and team-focused perspective is of critical importance for long-term success.

## INITIAL PRIORITIES OF THE EXECUTIVE CHEF/CULINARY DIRECTOR

- Evaluate and continue to develop, train and mentor the culinary staff and processes. Build an effective and cohesive team.
- Deliver consistency and high quality in *a la carte* and banquet operations.
- Listen to members and staff and learn members' and staff names as well as culinary and dining requirements (allergies, etc.) and preferences. Ensure that this information is recorded and used at all dining outlets.
- Evaluate, create, document and execute standards of operation and delivery; taking ownership for the entire experience from production to final delivery of the end product, while working closely with the FOH management team.
- Manage to budgeted food and labor goals.

## **CANDIDATE QUALIFICATIONS**

The successful candidate:

- Is a strong and passionate leader and culinary professional with a proven track record of providing high-level services with a personality that is commensurately appropriate to Congressional Country Club.
- Has successfully led dynamic and high volume culinary operations with multiple dining outlets.
- Consistently defines and achieves goals and objectives. This includes proven and verifiable leadership qualities with the demonstrated ability to direct, coordinate and control all facets of an active, high volume food and beverage operation.
- Has strong management skills with verifiable strengths in inspirational leadership, financial performance, and people skills.
- Has thorough knowledge of menu planning for both restaurants and banquets, providing modern and current food preparation based on a solid foundation of cookery; and can plan and execute high volume buffet and banquet cuisine that exceeds expectations.
- Is a confident, proactive team builder with a history of attracting, developing and retaining high performing staff.
- Has a solid reputation as a high quality chef, mentor, teacher, operator, and “game changer.” Has developed successful and sustainable apprenticeship programs.
- Possesses strong written and oral communications skills.
- Has a thorough knowledge of business and management principles involved in strategic planning, resource allocation, and production methods.
- Has exceptional craft skills and is well-versed in cuisine, baking and pastry.
- Organizes, prioritizes, delegates and follows-through on assignments.
- Motivates and maintains a cohesive team while managing and directing their performance.
- Promotes positive work relationships with other departments.
- Is a clear thinker, analyzing and resolving problems and exercising good judgement.
- Works well under pressure.
- Plans, creates and develops menus and recipes.
- Uses standard software applications and club POS systems.
- Interprets a variety of instructions furnished in written, oral, and other forms.
- Manages change effectively.
- Exhibits strong communication skills including verbal, listening and writing.
- Has strong presentation skills.
- Makes decisions effectively and influences others positively.

## **EDUCATIONAL & CERTIFICATION QUALIFICATIONS**

- Has a college degree and/or a two-year apprenticeship in a recognized program in the U.S. or Europe. Must have a high school diploma or equivalent vocational training certificate.
- Has a minimum of eight years’ prior management experience at a high volume, five-star hotel or resort and/or a highly-rated Platinum Club as an executive chef.
- Preferably has a master chef or executive chef certification from a professional certifying body.
- Is certified in food safety.

## **SALARY & BENEFITS**

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefit package including ACF membership.

## **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.

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

“Last Name, First Name Resume” &

“Last Name, First Name Cover Letter”

(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.

[For directions on how to upload your resume and cover letter click here.](#)

[To apply for this position and upload your resume and cover letter click here.](#)

If you have any questions please email Nan Fisher: nan@kkandw.com

### **Lead Search Executive:**

Lisa Carroll

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

561-596-1123

### **Associate Search Executive:**

Chef Edward Leonard, CMC

[edwardl@poloclub.net](mailto:edwardl@poloclub.net)

561-445-0016