

# KOPPLIN KUEBLER & WALLACE

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## **EXECUTIVE CHEF PROFILE: PIEDMONT DRIVING CLUB ATLANTA, GA**

### **EXECUTIVE CHEF OPPORTUNITY AT PIEDMONT DRIVING CLUB**

The Executive Chef position at Piedmont Driving Club (PDC) is an exciting opportunity to be part of member-focused and staff-centric team at a historic club. This year-round club is in Midtown Atlanta adjacent to Piedmont Park, the club has a consistent level of business 12 months per year and is about to embark on the building of a brand-new restaurant situated poolside with views of the Atlanta skyline. This new Restaurant will give the club four different restaurant experiences to choose from as well as a busy banquet and social event calendar. The next successful Executive Chef at PDC will be a team focused, driven, mentor and leader who brings extensive and proven experience both in a la carte dining and banquets. The next Chef can expect the full support of the Executive Team and Board to elevate dining at the club to new heights.

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

### **PIEDMONT DRIVING CLUB**

Since its founding in 1887, PDC has enjoyed a reputation as one of the most prestigious private clubs in the South. As in its beginning years, the club's contemporary membership roster includes the city's most influential business leaders and most prominent families. Now in its second century, the Club continues to prosper and is a dynamic part of Atlanta's rich heritage and promising future.

PDC provides its members and their families with plentiful recreational, social, and dining opportunities. The historic main clubhouse, located in Midtown Atlanta, offers casual dining in the Park Room and a formal a la carte experience in the Main Bar. The banquet space is able to accommodate private functions ranging from an intimate dinner for two to events for 800 or more.

Superior athletic facilities at this location include men's and women's health clubs, Har-Tru tennis courts, pickleball and squash courts, and an Olympic-sized swimming pool. The Athletic department offers a variety of health and fitness awareness programs in addition to state-of-the-art fitness equipment with expert guidance from the staff. The property also utilizes a 185-acre park that abuts the club for walking, hiking, cycling, and all outdoor training opportunities.

In 2000, the Club opened a second facility in southwest Atlanta for golf and recreation. This 650-acre location offers an 18-hole, Rees Jones designed championship golf course and nine-hole Par Three course, a clubhouse with locker rooms, boating, fishing, and walking trails.

### **VISION STATEMENT**

“To enhance the lives of our members through a thoughtful culture of service that exists within every employee.”

### **PIEDMONT DRIVING CLUB OVERVIEW**

- Total Membership – 1230 resident memberships
- Average age of members – 53
- Two clubhouse locations and five kitchens
- Main Kitchen renovation

- \$10M pool restaurant project for 2023 opening
- Culinary employees - 42
- Average weddings per year - 22
- Club POS system - Jonas
- 501(c)(7) tax status

**PIEDMONT DRIVING CLUB WEBSITE:** [www.drivingclub.org](http://www.drivingclub.org)

## **FOOD AND BEVERAGE OPERATIONS**

The Food and Beverage operations at PDC have a consistent business level 12 months a year, the areas of business shift with the seasons. The Park Room is open for breakfast, lunch, and dinner Tuesday – Sunday. Members enjoy this area for a casual meal with family and for business lunches as the restaurant provides a style of service that can relate to both with its more upscale interior dining and more casual patio which overlooks Piedmont Park. The Park Room Bar is open Tuesday – Sunday and is a popular spot for a quick breakfast or the salad bar at lunch. In the evenings this is the perfect location for a pre-dinner cocktail or light meal and drinks at the bar. The Main Bar is the embodiment of old school club dining- jacket and tie are required. The Pool Grill will go under full renovation at the end of season and reopen as a new concept driven towards a more casual experience for member families to enjoy year-round. The Golf Club, which is in Southwest Atlanta, offers a casual dining experience for lunch and dinner with a comfortable dining room and patio that offers stunning views of the lake and golf course.

The 1215 Clubhouse is closed for the last two weeks of July and every Monday. The Golf Course Clubhouse is closed every Tuesday. All outlets are closed on Christmas Day.

PDC hosts several large events on an annual basis, including an annual Lobster party for 550, the Member’s Ball for 350, and July Fireworks for 1000. The club is host to many of the premier Atlanta social events on an annual basis.

## **ORGANIZATIONAL STRUCTURE**

The Executive Chef reports directly to the General Manager and is responsible for supervision of the entire culinary team, including Executive Sous Chefs, Golf Course Exec Sous Chef, Pastry Chef (90% of wedding cakes are made in house), Sous Chefs, Stewarding Supervisors, Employee Meals Cook, Line Cooks, and Stewards. The Club has a Purchasing Director and several Storeroom Clerks.

## **EXECUTIVE CHEF JOB DESCRIPTION**

The Executive Chef (EC) at the Piedmont Driving Club is accountable for directing and maintaining the administration, organization, and development of the culinary department for the club. The EC is responsible for advancing consistent interaction with the clubs’ members while demonstrating a hands-on, leadership style, to manage, motivate, and lead his/her team. The EC Interacts regularly with the House Committee.

The EC achieves the objectives set by the GM and Board through the creation of kitchen policies and procedures, as well as staff training, mentoring, and coaching.

The EC leads the HOH initiatives relative to accident prevention, training, and retention of staff, as well as sanitation and safety standards. The kitchen must always be extremely organized and clean: from walk-ins to *mise en place*.

The EC stays current on culinary trends and is well-versed in finding creative ways to accommodate a variety of member requests, food allergies and intolerances. The EC trains all staff in the proper handling of specialty dishes related to these topics.

The EC has a demonstrated ability to provide consistent high-quality presentation across all staff including recipes, photos, tastings, trainings and ensures all food is consistently outstanding – from standard club fare to innovative offerings and special culinary events throughout all dining venues.

The EC is the face of culinary operations and needs to be comfortable conversing and interacting in both the kitchen and dining rooms as they interface with multiple and diverse constituencies (members, staff, vendors, etc.) throughout the day. The EC is visible, present, always approachable, and enjoys member interactions.

The EC is responsive to club member and team member requests and strives to find creative ways to accommodate reasonable requests, welcoming others' opinions, suggestions, and feedback while maintaining the highest level of quality and standards.

The EC creates and updates menus (restaurant and banquet) often, incorporates daily specials, and develops and documents recipes and controls to ensure consistency. Creativity (not just variety), flexibility, and adaptability are essential for success.

EC is a hands-on team builder who mentors kitchen staff and develops a pipeline of talented and creative individuals and interns by building a reputation as an excellent learning and training ground for up-and-coming culinarians, leveraging relationships with culinary institutions, and maximizing creative staffing initiatives (in cooperation with Human Resources). The EC shows a genuine interest in the future and personal growth of the staff.

The EC treats all employees with respect and dignity, valuing each person for the unique strengths they bring, while also holding all staff accountable for maintaining the highest level of professional and culinary skills required by PDC and the House Committee.

The EC shares information with teammates and peers gladly, is responsive to all requests for assistance. Competent in organizational skills, time management, sound judgement, problem solving, and decision making, he/she communicates proactively, and considers the culinary function of the club to be one of many intertwined areas of operations, working together for the overall success of the club.

The EC is responsible for providing quality and healthy employee meals throughout the mealtimes specified, keeping the level of food served appropriate to the volume of employees, even if the items may vary and for recognizing that the care and attention put into employee meals directly impacts the team morale and care and attention the team put into producing member meals.

Ultimately, the EC is an important and positive face of the culinary operations. He/she is an integral part of the overall success of the operations and is a strong influencer on each constituency with whom he/she interfaces. 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. The EC is a team player that is interested and engaged in making the club a great place to be and work.

## **INITIAL PRIORITIES**

- Builds strong relationships with the team from day one
- Accessible, present, and works alongside to assist and understand the operations, as well as to evaluate, develop, train and mentor the culinary team while promoting fairness and consistency
- Builds a strong foundation of communication within the culinary, front-of-house and club team members
- Develops a culinary plan for the new restaurant opening (May 2023)
- Offers menu options which appeal to tenured members as well as newer members
- Updates creative plate and buffet/action station presentations for banquets and catering
- Evaluates and sets appropriate standards of operation, execution, and delivery within the culinary operations, taking ownership for the entire experience from production to final delivery, while working closely with the FOH management team
- Manages to budgeted goals
- Delivers consistency and high quality in *a la carte*, and catering operations
- Learns staff and member names as well as culinary and dining requirements (allergies, etc.) as well as personal preferences

## CANDIDATE QUALIFICATIONS

The successful candidate:

- Has a proven track record of high-level country club relationship dining expertise. Private club experience required with eight+ years' culinary experience and five+ years in a managerial role
- Preferred - Has earned certification through the American Culinary Federation (ACF) or a bachelor's degree in Culinary Arts with relevant experience
- Has exceptional experience with providing high-quality a la carte and banquet food offerings
- Has experience working with local and seasonal produce and makes connections with vendors
- Is experienced with technology including POS system Jonas, and Microsoft Excel, Word, Outlook, and HRIS, etc.

## CLUB COVID REQUIREMENTS

The club does not require staff to be fully vaccinated as a provision of employment but encourages vaccination through an incentive program.

## SALARY AND BENEFITS

Salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefit 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. Gary Lanneau; General Manager/COO** and clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and why PDC and the Metro Atlanta 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, September 19, 2022. Candidate selections will occur in late September with first Interviews expected in early October. The new candidate should assume his/her role in early November (or sooner).***

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

"Last Name, First Name - Resume" &

"Last Name, First Name - Cover Letter - Piedmont"

(These documents should be in Word or PDF format)

Note: Once you have completed 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 Holly Weiss: holly@kkandw.com

### **Lead Search Executive:**

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