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EXECUTIVE CHEF PROFILE: RIVERTON COUNTRY CLUB CINNAMINSON, NJ

THE EXECUTIVE CHEF OPPORTUNITY AT RIVERTON COUNTRY CLUB

The Executive Chef position at Riverton Country Club in Cinnaminson, NJ, presents an exceptional opportunity for a culinary professional to lead in this dynamic club. The Club is seeking a chef with demonstrated expertise in both banquet and a la carte services, along with a strong understanding of operational logistics, ensuring food and beverage offerings are delivered seamlessly across the club's facilities.

This role offers opportunities to build upon and enhance the current offerings while fostering a fun, collaborative environment built on strong communication, accountability, and ownership. The Executive Chef will recruit, develop, and mentor a talented culinary team, as building and maintaining a strong, cohesive staff is vital to the Club's success. The ideal candidate will bring a blend of creativity and innovation to elevate the club's culinary experience while respecting its favorites.

This position is ideal for an Executive Chef who is very hands-on and actively involved in all phases of the culinary operation. Given the club's size and scope, the Executive Chef will oversee two kitchens, support various dining venues, and work closely with a dedicated team to consistently provide outstanding service to the Club's members and their families. Candidates with a strong educational background, experience as an Executive Sous Chef at notable operations, and mentorship under leading Executive Chefs will also be considered. This role provides a unique opportunity to make a meaningful impact on Riverton Country Club's culinary program while contributing to its continued growth and success.

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

ABOUT RIVERTON COUNTRY CLUB

Nestled in Cinnaminson, New Jersey, just 15 minutes from Center City Philadelphia, Riverton Country Club offers an unmatched blend of history, luxury, and community. Featuring a world-renowned, recently restored Donald Ross-designed championship golf course, Riverton is a haven for golf enthusiasts and social seekers alike.

This premier destination boasts exquisite dining options, state-of-the-art racquet facilities, a sparkling pool complex, a classic bowling alley, and a vibrant calendar packed with social events for the entire family. Members enjoy year-round recreation and camaraderie in an inviting atmosphere that feels like home.

Founded in 1900, Riverton Country Club stands as a testament to tradition and excellence. As the first New Jersey club to join the Golf Association of Philadelphia, it has a storied legacy, blending scenic beauty with competitive spirit. Beyond golf, Riverton is a hub for fellowship and activity, offering premier tennis and pickleball courts, exceptional junior programs, and unforgettable events that bring families together.

Whether for golf, tennis, swimming, bowling, or simply enjoying life with friends, Riverton Country Club delivers the finest traditions and highest standards. Riverton isn't just a club—it's a community.

RIVERTON COUNTRY CLUB BY THE NUMBERS:

- Membership – 731 (all categories)
- Membership Average Age – 48
- Annual Gross Volume Approximately – \$10.3M
- Annual Food & Beverage Revenue – \$3.9M
- Annual Food Revenue – \$2.7M
- Food Cost – Target 45% Actual 52-54%
- Average Kitchen Labor Cost – 60%
- Kitchens – 2 Main and New Pool Kitchen

- F&B revenues are 41% a la carte and 59% catering
- Average 8-10 Weddings yearly
- Club Employees FTE – 200 – (off -Seasonal 110)
- Culinary Employees - 17
- F&B Minimum – \$200 /Quarterly
- POS System - Jonas
- Season Demands – Shoulder - January – March – Full Season – April – December
- The Club is organized as a 501(c)(7)

RIVERTON COUNTRY CLUB WEBSITE: www.rivertoncc.com

FOOD & BEVERAGE PROGRAM:

The Executive Chef will report to the General Manager and work very closely with the Clubhouse Manager. Reporting to the Executive Chef are an Exec Sous Chef, Banquet Chef and Pastry Chef along with 17 culinary and stewarding employees. The team is highly collaborative with a strong and dedicated work ethic, they believe in open communication and teamwork, successful candidates will be able to build strong relationships first and foremost knowing this is the key to getting work done in the future.

Riverton Country Club offers a variety of diverse dining options for its Membership open for Breakfast, Lunch and Dinner, has a busy banquet and events programs and offers an employee meal twice per day. The club is open seven days per week during peak season, and closed Monday, Tuesday and Wednesday during the low season, hours vary with seasonal fluctuations.

The Hemmingway Room is an upscale dining room featuring floor to ceiling windows and stunning view of the golf course. The room has a full bar and is also often used as an event space.

The Kriss Room and patio are comfortable dining spaces welcoming for family, golfers and members looking for a casual dining experience. The patio is ideal for summer dining with a fire pit and heaters, creating a relaxed yet vibrant atmosphere.

The Ginsmill Bar and patio is a central hub for members to enjoy drinks and casual meals.

Poolside Dining features a full kitchen and bar, Members can enjoy drinks and light snacks in a dining space or in their pool chairs. **A Cigar Bar and Deck** located above the Golf Pro Shop Area is used by members to enjoy a cigar or game of cards. The club also has dedicated **men's and women's card rooms** in the main clubhouse.

Other Amenities include The Kids' Room, a place for younger members to enjoy fun and games. **Two Golf Simulators** situated adjacent to the Ginsmill bar are extremely popular and well used. **The bowling alley** located in a building across the golf course and on course **halfway house**, both of which offer grab and go items.

EXECUTIVE CHEF POSITION OVERVIEW

LEADERSHIP

- Be the “leading” team player who is willing to be “hands-on” and work with the team side by side each day doing whatever it takes to deliver the best Member experience.
- The Executive Chef should be the key leadership partner with the General Manager and Clubhouse Manager for the entire Riverton Country Club's Food and Beverage direction. The club has very strong leadership in the front of the house, catering, and finance. The chef is expected to be thoughtful and enthusiastic with these roles and responsibilities.
- Creative sense of place regarding the culinary product of a family-style club with various events, ages, and locations.
- Strong mentorship and direction of the culinary team so they can focus on growth; be confident that the operation can run well while Sous Chef or Executive is absent.
- 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.
- Bring strong operating standards of culinary excellence in all areas of responsibility and consistently execute these high standards.

- Mentor while taking a leading role with the front-of-house food and beverage managers to ensure a cohesive experience that continually exceeds the expectations of Members and guests.
- Engage with, observe, learn, and listen to the Members and staff. Earn Member trust by instilling confidence through continued enhanced operations, interaction, visibility, and consistency.
- Strong passion and desire to be present during times of high business volume. Leading by example and working directly with the cooks and service professionals.
- Create a welcoming, approachable, and inclusive kitchen atmosphere for all club staff based on mutual respect.
- Maintain and update opening and closing cleaning checklists for each area/station within the kitchen and develop a weekly/monthly cleaning checklist.
- Safeguard all food-preparation employees by implementing training to increase their knowledge about safety, sanitation, and accident-prevention principles.
- Maintain safety training programs; manage OSHA-related aspects of kitchen safety and maintain MSDSs in easily accessible locations.
- Be comfortable and happy engaging with Membership throughout the F&B outlets at the Club, visiting tables when appropriate time allows engaging with Members welcoming all feedback, striving every day to get to “yes.”
- Develop menus that elevate club favorites yet provide exciting new options through regular changes and specials.

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.
- Ensure effective and efficient staffing and scheduling for all facilities and functions while balancing financial objectives with Member satisfaction 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.
- Review and approve product purchase specifications.
- Maintain strong relationships with local vendors and identify new vendors to ensure the best prices for the best quality products.

INITIAL PRIORITIES

- Build relationships with the Culinary and FOH teams. Learn about the team and tenured individual backgrounds and experiences to assist in establishing a lead-with-care culture.
- 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 and engaging to the membership.
- 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 a 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
- Executive Sous Chef with strong previous experience in award-winning restaurants and clubs will be considered.
- Degree in culinary arts and/or other hospitality management focus.
- Has ten years of food production and management experience.
- 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, 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

The salary is open and commensurate with qualifications and experience. The club offers an excellent bonus and benefits package including association 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. 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 Hannah Librizzi General Manager. Clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and why Riverton Country Club and the Cinnaminson NJ area will benefit you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible but no later than February 20th, 2025. Candidate selections will occur late February, with the first Interviews expected in mid-March and the second interviews a short time later. The new candidate should assume his/her role in early to mid-April.

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

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter – Riverton Country 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 at: bethany@kkandw.com

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