

Background to The Somerset Club

The Somerset Club is one of the leading private clubs in the world. Founded in 1851, the Club has a distinguished history and vibrant membership. The Club has a relatively small membership of men and women members (limited in number by the Club's constitution).

The Somerset Club is open year-round, closing to members for two weeks at the end of the summer season. The Club is closed on all major holidays. Food and Beverage service is offered Monday through Friday for breakfast, lunch and dinner. The Club adds dinner service on Saturdays beginning after Columbus Day and concluding prior to Memorial Day. This offers staff a high quality work / life balance. Total annual Food and Beverage revenue is commensurate with a club of its size. There are currently 8 salaried employees, along with 60 full and part-time staff.

Executive Chef – Somerset Club

Job Summary

The Executive Chef is responsible for overseeing all food and pastry production for the club's restaurants, private parties, and holiday and other takeaway programs. This position requires a dedicated culinary professional with exceptional leadership, organizational, and creative skills. The Executive Chef will develop menus, establish food purchase specifications, maintain current and create new standardized recipes while maintaining the highest standards of food quality and sanitation. Additionally, this role involves managing the department's food and labor budget, and ensuring an outstanding dining experience for club members and guests.

Essential Duties & Responsibilities

Culinary Leadership & Operations

- Hire, train, supervise, and evaluate the performance of kitchen and pastry staff.
- Develop seasonal and event-based menus in collaboration with the events manager and members.
- Oversee scheduling and coordinate kitchen operations to ensure efficient food production within budgeted labor costs.
- Approve the requisition of food and necessary kitchen supplies.
- Establish portion control standards and assist in setting menu pricing.

Quality Assurance & Member Experience

- Maintain the highest standards of food quality, presentation, and taste.

- Evaluate and source products to ensure consistency in quality and pricing.
- Implement food safety, sanitation, and accident prevention training for kitchen staff.
- Enforce cleanliness and safety standards across all kitchen and storage areas.
- Periodically visit the dining room during service to engage with members and receive feedback.
- Work closely with food and beverage managers to ensure that kitchen operations exceed member expectations.

Financial & Administrative Responsibilities

- Develop and enforce policies to minimize waste, theft, and unnecessary costs.
- Participate in BEO meetings.
- Manage culinary labor and food budget to meet club's financial goals.
- Conduct taste panels to assess the feasibility of proposed menu items with Club's Restaurant Committee.
- Plan and manage the employee meal program.
- Write prep lists for all private parties and club events.

Staff Development & Training

- Lead and motivate a team of culinary professionals, fostering a culture of growth, collaboration, and excellence.
- Provide ongoing professional development and cross-training opportunities for staff.
- Conduct performance evaluations and provide constructive feedback, rewards, and disciplinary actions as necessary.
- Recommend appropriate compensation adjustments and promotions.
- Ensure kitchen staff attend service lineups and relevant training sessions.

Facility & Equipment Management

- Establish and oversee cleaning and maintenance schedules for all kitchen and pantry areas.
- Ensure all kitchen equipment is properly maintained and functioning efficiently.
- Ensure that grease traps and hoods are maintained with a normal cleaning schedule with various vendors.

Special Projects & Additional Responsibilities

- Undertake special projects as assigned by the GM.
- Work closely with Club's Sommelier in creating special wine dinners with menu items that pair harmoniously with wines.
- Ensure compliance with the club's "zero tolerance" policy on discrimination and harassment.

Reports To

- General Manager

Supervises

- All kitchen and pastry department employees

Qualifications & Requirements

- Certified Executive Chef (CEC) credential is strongly recommended.
- Extensive experience in private clubs, fine dining, or high-end culinary operations.
- Bachelor's degree in culinary and/or culinary restaurant management
- Strong leadership, communication, and mentorship abilities.
- Expertise in menu development, cost control, and kitchen operations management.
- Knowledge of the latest culinary trends, sustainability practices, and member dining preferences.
- A commitment to excellence, professionalism, continued growth, and teamwork.

The Executive Chef of the Somerset Club will play a critical role in upholding the club's distinguished culinary reputation. This position offers the opportunity to lead a high-performing team, create exceptional dining experiences, and be a key contributor to the club's continued success.

Please forward emails to: executivechefsearch@somersetclub.org