

EXECUTIVE CHEF PROFILE: MOUNTAINTOP GOLF & LAKE CLUB CASHIERS, NC

THE EXECUTIVE CHEF OPPORTUNITY AT MOUNTAINTOP

Located in the Highlands-Cashiers region of the Carolina's Blue Ridge Mountains an hour from Asheville, the Mountaintop Golf & Lake Club is looking for an organized, driven Executive Chef who has experience managing large and diverse food and beverage operations, in a highly seasonal environment, planning, and communicating clearly to all areas across food and beverage. The Chef should be fun, kind, and passionate about the people they serve and work with. The next Executive Chef of Mountaintop should embrace the outdoor lifestyle and local community.

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

MOUNTAINTOP MISSION

To deliver high quality experiences through services focused on our core values and aimed at enriching the lives of each family member at Mountaintop.

MOUNTAINTOP OVERVIEW

The Mountaintop Club Community has been a cherished summer mountain retreat for Southern families since the late 1800's. Mountaintop Golf & Lake Club is a Private Equity Membership Club with a requirement to own property to become a member and membership is by invitation only.

The property was originally developed by Discovery Land Company. The Club was transitioned to the members in January 2015. A unique feature of a Mountaintop membership is an extended family feature whereby once a couple become members their parents, grandparents, children, and grandchildren all become members of the Club. This feature makes Mountaintop the "Ultimate Family Club" with a wide variety of amenities for all age groups and in 2014 was named "Best of the Best" in *Links Magazine*.

The 43,000 sq. ft. mountain lodge-inspired clubhouse is the social and activity gathering spot for all members. Dining options for members range from relaxed lakeside picnics, and casual dinners in the clubhouse, to formal gourmet fine dining. The clubhouse provides a private dining room which may be reserved for private gatherings and special occasions, and five overnight guest rooms. Additional clubhouse amenities include a spa and salon, a beautiful resort-style swimming pool, tennis facilities, and a state-of-the-art fitness center. Mountaintop's 7-acre Lake Club campus is located just minutes away on the shores of Lake Glenville, the highest lake east of the Mississippi River. The lake, fed by three cascading waterfalls has 26 miles of shoreline with quaint beaches that are ideal for family picnics, lakeside parties or other fun summertime activities. Mountaintop's Lake Club offers a 3,000 sq. ft. clubhouse with dining services and a fleet of boats. Additionally, members can enjoy and access a General Store, Shooting Club, Activity Center and a full-service Kids Camp.

MOUNTAINTOP STATISTICS:

- 355 Members
- 61 is the average Member age
- 43,000 sq ft clubhouse
- \$1.2 million food revenue
- \$800k beverage revenue
- 57% food cost (target 51%)
- 95% a la carte dining 5% catering & events

- 27,000 covers per year
- 38 full time, part time and seasonal F&B employees
- 7 kitchens (two in the clubhouse plus activity center, on course, general store, pool & lake club)
- 2017 date of last kitchen renovation
- Jonas Point of Sale
- Member owned Non-Profit Section 277
- The Club is Closed January - April

FOOD & BEVERAGE OPERATIONS

The Clubhouse – Open May 1st – Dec 31st the Clubhouse seats up to 250 people for breakfast, lunch, dinner and at the bar.

The Lake Club – Open May 28th – September 6th the Lake Club seats up to 100 people with lunch and bar service daily.

On Course – Open May 1st – October 31st on course dining averages 90 covers daily staffed with a beverage cart, chef, and bartender. The on-course comfort stations and turn are a focal point for Members and guests and offer complimentary specials daily at the turn grill and bar.

The Pool – The Pool is open May 28th – September 6th serving lunch Wednesday – Saturday from 11am – 4pm

General Store – Open year-round the General Store serves breakfast and lunch daily.

Men’s Locker Room – Open May 1st – October 31st the Men’s Locker Room seats 40 and serves breakfast, lunch, and dinner daily.

Activity Center, Banquet and Club Events – Mountaintop averages 3 weddings per year. The largest Club event is the annual July 4th carnival with up to 900 attendees. The activity center hosts regular club events and kids’ activities.

Employee Dining – The club offers employee dining for lunch and dinner May – November and serves up to 180 meals per day. The quality and variety in the employee dining room is important to the club and culture of the team.

The Club is closed January – April and re opens in May each year. Hours are limited to three nights and two lunches in November and 2 nights in December. The Club is also closed December 24th – 26th and New Year’s Day. During the off season the Executive Chef should be active in planning and organizing for the peak summer months.

MOUNTAINTOP GOLF & LAKE CLUB WEB SITE: www.mountaintopgolfclub.com

ORGANIZATIONAL STRUCTURE

Mountaintop operates under the General Manager/CEO organizational structure. The Executive Chef reports directly to the Clubhouse Manager and is part of the Executive team. The kitchen staff totals approximately 38 team members including an Executive sous chef, chef de cuisine, pastry chef, jr. sous chef, outlet cooks, line cooks and dishwashers who report to the Executive Chef.

The Club has offsite employee housing available.

EXECUTIVE CHEF POSITION OVERVIEW

The Executive Chef at Mountaintop is responsible for all food production, including that sold in the restaurants, events, and other locations. He or she develops menus, innovates around events, creates food purchase specifications and recipes, and develops and monitors food and labor budgets for the department. The Executive Chef maintains the highest professional food quality and sanitation standards.

EXECUTIVE CHEF JOB DESCRIPTION

Leadership

- Be a collaborative team player who is willing to be “hands on” when necessary but understands when to step back and lead the team.
- Be an active and dynamic recruiter of team members and someone who inherently enjoys developing and building his/her team and leading them to significant, positive Membership satisfaction outcomes.

- Have a passion and aptitude for teaching and training for all food service personnel, working, as necessary, with the staff directly responsible for operations.
- 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.
- Conduct and/or oversee training programs for food service personnel on various issues including service techniques, knowledge of menu items and daily specials, sanitation, team building, and conflict resolution; regularly test and evaluate knowledge and understanding of these expectations. These should be extensive pre-season and ongoing throughout the year.
- Work closely with the front of house food and beverage managers to assure a cohesive experience that consistently exceeds the expectations of Members and guests.
- Assist in planning and be responsible for ensuring special Mountaintop events are well-conceived and executed.
- Attend food and beverage staff and management meetings.
- Engage with, observe, learn, and listen to the Members and staff. Earn Member trust by instilling confidence through continued enhanced operations, interaction, and visibility.

Operations

- Develop and maintain standard recipes and techniques for food preparation and presentation that help to assure consistent, high quality and minimize food costs; exercises portion control for all items served and assists in establishing menu selling prices.
- Evaluate food products to assure that quality standards are consistently attained.
- Ensure that high standards of sanitation, cleanliness and safety are always maintained throughout all kitchen areas. Establishes 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.
- Establish and maintains a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- Maintain safety training programs; manages OSHA-related aspects of kitchen safety and maintains MSDSs in easily accessible location.

Membership

- Have a heart of hospitality, embrace, appreciate, promote, and elevate the warmth and culture of Mountaintop Golf & Lake Club
- Be highly visible and engaged with Membership throughout the F&B outlets at Mountaintop.
- Welcome, encourage and engage in regular feedback from Members.
- Be responsive to Members' requests for menu selections, event planning, etc., and strive to find creative ways to accommodate reasonable requests with a "can do" approach
- Consistently innovate, elevate events, and build on a core selection of Mountaintop favorites and signature dishes.
- Create seasonally appropriate menus that the Membership has a hard time choosing from with regular features and specials.

Financial

- Clearly understand the metrics for successful attainment of financial goals and objectives in F&B operations, and consistently reviews these expectations with his or her direct reports to ensure understanding and 'buy-in' from those contributing to their attainment.
- Plan menus for all food outlets 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 and technically correct.
- 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; projects annual food, labor and other costs and monitor actual financial results; take corrective action as necessary to help assure that financial goals are met.

INITIAL PRIORITIES

- Plan and organize menus, specials, and events, for the upcoming season.
- Develop relationships with the team both front and back of house and embrace the culture of Mountaintop.
- Be visible to Members in order to develop relationships and understand Member preferences and expectations.
- Provide innovative and exciting culinary experiences for Mountaintop Members and guests in both a la carte dining and Member events.
- Provide exciting and rotating specials at the key Member touch point locations (The Turn & General Store)
- Train and develop the H2B visa workers, evaluate skill sets and plan schedule and placement of the team for a successful season.
- Promote a culinary culture of fairness, teamwork and work-life balance.
- Encourage and promote a “can do” approach to hospitality and Member requests.

CANDIDATE QUALIFICATIONS

The successful candidate:

- Has a degree in Culinary Arts and/or other Hospitality Management focus.
- Has five years food production and management experience in a multi outlet food and beverage operation.
- Has achieved Certified Executive Chef (CEC) certification through the American Culinary Federation (ACF) or Pro Chef II certification through the Culinary Institute of America.
- Has exceptional experience with providing high quality a la carte dining and multi outlet logistics.
- Has experience in a highly seasonal environment
- Has experience planning and monitoring all food-production-related costs.
- Is a team player and works with all departments and team members across Mountaintop.
- Is experienced with technology including POS system Jonas, and Microsoft Excel, Word, Outlook, and ADP etc.

MOUNTAINTOP COVID REQUIREMENTS

The Club currently does not require staff to be fully vaccinated as a provision of employment and will follow state and local guidelines for employers as they are implemented.

SALARY & BENEFITS

Salary is open and commensurate with qualifications and experience. Mountaintop offers an excellent bonus and benefit package including professional development.

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 in your LinkedIn Profile.

Preparing a thoughtful letter of interest and alignment, clearly articulating your “fit” with the profile and the above noted expectations and requirements is necessary. Your letter should be addressed to Christopher Robinson CCM, General Manager/CEO, and clearly articulate why you want to be considered for this position at this stage of your career and why Mountaintop and the Cashiers, North Carolina area will likely be a “fit” to you, your family and Mountaintop if selected.

You must apply for this role as soon as possible but no later than January 25th. Candidate selections will occur in early February with first Interviews expected in mid-February 2022, and second interviews a short time later. The new candidate should assume his/her role in early March 2022.

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

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter, Mountaintop Golf & Lake 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 Holly Weiss: holly@kkandw.com

LEAD SEARCH EXECUTIVE

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