

# KOPPLIN KUEBLER & WALLACE

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## **EXECUTIVE CHEF PROFILE: WHIPPOORWILL CLUB ARMONK, NY**

(To apply click the link at the end of this file.)

### **THE EXECUTIVE CHEF OPPORTUNITY AT THE WHIPPOORWILL CLUB**

The Whippoorwill Club (Whippoorwill) is looking for a dynamic culinary leader who will bring flair and personality to the diversity of dining experiences at this warm, family-centric club. The club is seeking a creatively minded and operationally proficient executive chef who is equally comfortable in the front and back of the house. Whippoorwill presents an opportunity for someone to build relationships and create signature experiences for a sophisticated clientele. Located in the heart of Westchester county, the chef will have access to the best ingredients from greater New York City as well as the farms of Hudson Valley.

Whippoorwill seeks to elevate its entire food and beverage offerings, knowing that outstanding memorable dining experiences are core to member and guest enjoyment. The club recognizes that its restaurants “compete” with other New York City and Westchester restaurants for the member dining dollar – stiff competition indeed – but in the hands of the right executive chef, a successful undertaking. The club’s members, lovely and engaging, have a worldly understanding of culinary and service excellence; the club aspires to exceed their expectations.

The next executive chef at Whippoorwill is creative and passionate about the culinary craft. The club is looking for candidates who embrace the idea of being the best and strives for continuous improvement. The executive chef is an experienced leader who is calm under pressure and has a “team first” mentality within his or her team and with all other departments within the club.

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

### **ABOUT WHIPPOORWILL CLUB**

Whippoorwill is a family focused, full service private golf and country club located in Armonk, New York. The club represents an especially important part of its members’ lives (many of whom are multi-generational) by maintaining its traditions and continuing to invest in its facilities and membership programming. Whippoorwill prides itself on its family-oriented culture and comradery. The club is excited by its recent recruitment of a new GM/COO who is assessing the entire club experience with a fresh and insightful perspective.

Whippoorwill was founded in 1928 and features an 18-hole Donald Ross/Charles Banks-designed golf course that was recognized by *Golfweek* in 2018 as a “Top 100 Classic Course.” Other amenities include a new driving range and short-game practice area; six Har-Tru tennis courts and a new Tennis and Golf Performance Center; a new turf management facility; an active junior sports camp program; an aquatic center; and a recently renovated, 20,000 square-foot-clubhouse.

### **FOOD AND BEVERAGE PROGRAM**

The dining experience was greatly enhanced when the clubhouse was renovated in 2018. Renovations included completion of the Bank’s Bar, Ross Grille, Calder Dining Room, and an expanded patio space.

Whippoorwill offers both casual and more formal dining options and restaurants are open for lunch and dinner on Tuesday through Sunday in the summer season. The restaurants have historically been closed in January, February, and March, but will reopen this year in March; consideration is being given to extend restaurant operations to earlier in the year. In the spring, summer and fall, a newly expanded Patio offers *al fresco* dining and seats up to 160 people.

Whippoorwill has a pool snack bar that is open Memorial Day through Labor Day and is staffed by a snack bar kitchen manager and cook. An initiative of the incoming executive chef will be to evaluate, reimagine, and revamp the snack bar culinary program.

The club has two kitchens – one in the clubhouse and the other at the pool snack bar.

The largest member event at Whippoorwill is the Fourth of July celebration when the club hosts up to 800 people. The club averages two to three weddings per year.

Whippoorwill is closed on Mondays in season and closed on Mondays and Tuesdays in the off season. The club is also closed on Christmas day.

#### ORGANIZATIONAL STRUCTURE

The executive chef reports to the GM/COO and works with the Restaurant Services and House and Entertainment committees. There are 10 kitchen staff members including a sous chef and snack bar kitchen manager.

#### WHIPPOORWILL CLUB BY THE NUMBERS

- 430 members
- \$1.9M F&B volume (70% a la carte/30% banquet)
- 160 employees in season
- 10 kitchen employees
- 2 kitchens

**WHIPPOORWILL CLUB WEBSITE:** [www.whippoorwillclub.org](http://www.whippoorwillclub.org)

#### EXECUTIVE CHEF OVERVIEW

The executive chef at Whippoorwill is responsible for all food production, including that sold in restaurants, banquets, and other outlets. He or she develops menus, 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. He or she understands that all food must be consistently outstanding and ensures that the consistency and quality of food is just as important in the snack bar as it is in five-course wine dinners and special events. The executive chef also understands the importance of appropriate systems and technology to assist in the management of cost, pricing, and scheduling.

The executive chef:

- Hires, trains, supervises, schedules, and evaluates the work of staff in the kitchen department.
- Plans menus with the assistant general manager for all food outlets in the club and for special occasions and events.
- Schedules and coordinates the work of chefs, cooks, and other kitchen employees to assure that food preparation is economical and technically correct and within budgeted labor cost goals.
- Ensures 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.

- Embraces 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.
- Safeguards all food-preparation employees by implementing training to increase their knowledge about safety, sanitation, and accident-prevention principles.
- Develops 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.
- Prepares necessary data for applicable parts of the budget; projects annual food, labor and other costs and monitors actual financial results; takes corrective action as necessary to help assure that financial goals are met.
- Attends food and beverage staff and management meetings.
- Cooks or directly supervises the cooking of items that require skillful preparation.
- Evaluates food products to assure that quality standards are consistently attained.
- Interacts with applicable food and beverage managers to assure that food production consistently exceeds the expectations of members and guests.
- Engages with, observes, learns, and listens to the members and staff. Earns member trust by instilling confidence through continued enhanced operations, interaction and visibility.
- Establishes and maintains a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- Provides training and professional development opportunities for all kitchen staff.
- Periodically visits dining areas to welcome and obtain feedback from members.
- Reviews and approves product purchase specifications.
- Maintains physical presence during times of high business volume.
- Implements safety training programs; manages OSHA-related aspects of kitchen safety and maintains MSDSs in easily accessible location.

#### INITIAL PRIORITIES

- Evaluate current operations and set appropriate and necessary standards of operation, processes, execution, and delivery within the culinary operation, taking ownership for the entire experience from production to final delivery of the end product, while working closely and positively with the front-of-house team.
- Evaluate the calendar and align with the GM/COO on enriching traditions, creating new experiences, and focusing the operation on a plan to stimulate excitement and patronage of the Whippoorwill dining alternatives.
- Focus on delivering consistency and the highest quality in *a la carte* and banquet operations.
- Evaluate and continue to develop, train, and mentor the culinary team while promoting fairness and consistency within.
- Find and maintain a menu balance focused on meeting and exceeding member dining expectations, from classic country club fare to new, innovative dining options. With proximity to New York City and all the great dining options in Westchester County, there is a lot of competition in *a la carte* dining. The club should be able to “compete street compete favorably with the street.”
- Improve poolside dining operations in the snack bar.
- Meet budgeted food and labor cost goals by proactively monitoring and controlling food and labor costs.
- Explore and, where appropriate, secure local food sourcing, including from Hudson Valley farms and local/regional vineyards and fishermen.

#### CANDIDATE QUALIFICATIONS

The successful candidate:

- Has a degree in Culinary Arts and/or other Hospitality Management focus.
- Has eight years food production and management experience.

- 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 cooking skills.
- Has experience planning and monitoring all food-production-related costs.
- Successful experience developing food purchase specifications and standard recipes.
- Has a proven track record of maintaining food quality and sanitation standards.
- Is a team player, within the kitchen, with the FOH team and with all Club and team members.
- Has experience pairing/matching wine, craft beer, and spirits with food.
- Is experienced with technology including POS systems such as Northstar, and Microsoft Excel, Word, Outlook, etc.
- Has experience working with labor unions.

## **SALARY AND BENEFITS**

Salary is open and commensurate with qualifications and experience. The club 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.

Your cover letter should be addressed to the **Whippoorwill Executive Chef Search Committee**, formatted as a standard cover letter, and clearly articulate why you want to be considered for this position at this stage in your career and why Whippoorwill and the greater New York metropolitan area will be a fit for you, your family, and the club if selected.

IMPORTANT: Save your resume and letter in Word or PDF format in the following manner:

**“Last Name, First Name Resume”**

**“Last Name, First Name Cover Letter – Whippoorwill Club”**

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

## **LEAD SEARCH EXECUTIVE**

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