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EXECUTIVE CHEF PROFILE: NORTHWOOD CLUB DALLAS, TX

EXECUTIVE CHEF NORTHWOOD CLUB

The Executive Chef position for Northwood Club is an exceptional opportunity to work at a premier, progressive, and culinary-focused club. This is a satisfying opportunity for candidates with great leadership and culinary skills to serve over 969 total member-families in a location that has a great quality of life. This club offers a variety of *a la carte* dining venues, extensive and diverse banquet operations, multiple kitchens, and a high-performing team both in kitchen and front of the house.

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

NORTHWOOD CLUB

Golf, tennis, and young families are the enduring story of Northwood Club. From the very beginning on a tennis court in 1946, the opening of Dallas' most expansive swimming pool in 1948 and the hosting of the nation's most prestigious golf tournament in 1952, Northwood Club has a proud tradition of serving its member families.

It started on the tennis court as four young businessmen, playing their regular Saturday game, grumbled about long waits on the first tee and stuffy atmosphere in the clubhouses of Dallas' two leading clubs. With great confidence, they called their friends to propose the first country club built in Dallas since 1920. The co-founders, including Hugh Prather (developer of Highland Park Village) identified the Fogelson Ranch in the remote North Dallas. Oilman Buddy Fogelson was recently divorced (later marrying Oscar winning actress Greer Garson) and agreed to sell his 160-acres to the young men.

Two of the nation's leading golf course architects – Bill Diddel and Perry Maxwell -- were brought to Dallas to look over the land. The members chose Diddel, the Indiana-based designer of nearly 300 courses from 1921 until 1974. At the top level of American architects, Diddel joined Maxwell, Donald Ross, Robert Trent Jones, Sr., and nine other preeminent golf course architects as a founder of The American Society of Golf Course Architects (ASGCA) in 1947. His most famous protégés were Pete and Alice Dye. Two years after completing the course, Northwood Club was awarded the United States Open golf championship for 1952. Northwood remains one of only three Texas clubs to host the championship.

When Golf Digest compiled a list of America's most important courses including the "most significant of each decade" it identified Northwood among the country's highest profile courses. And, in 2015, the Texas Golf Hall of Fame designated Northwood to the Texas Registry of Historic Golf Courses.

In addition to the recently restored golf course, practice areas and new short course, Northwood features one of Dallas' finest tennis facilities with 12 outdoor hard courts and four indoor courts, a large resort-style swimming complex, a state-of-the-art Wellness Center, and the 65,000-square foot traditional Clubhouse.

Membership in Northwood Club is by invitation. Northwood Club is a private, member-owned club, and guests are welcome to visit when accompanied by a member.

NORTHWOOD CLUB BY THE NUMBERS

- 969 memberships
- \$20.8 M Total Club Revenue

- \$5.1 M Combine F&B Revenues
- \$3.14 M Food revenue
- \$1.96 M Beverage revenue
- 55% a la carte 45% banquets
- 15 Average Annual Weddings
- 30 kitchen employees (FTE)
- 70k Total Covers (Annualized)
- 190 Daily Covers (B-L-D)
- 3 Kitchens (2 in the clubhouse – 1 at the Pool)
- 5 Restaurants – 1 Bar
- 42-45 % food cost
- 42 % labor Cost
- 56 Average Age of Membership
- 180 Total Employees at the Northwood Club

NORTHWOOD CLUB: www.northwoodclub.org

NORTHWOOD CLUB FOOD AND BEVERAGE:

19th Hole: Preferred men' only dining area serving breakfast/lunch/dinner six days week, (closed Monday). Featuring a personalized lunch buffet as well as a la carte dining the remaining meal periods. A key area of the food and beverage operation which can accommodate up to 150 covers.

Women's Locker Room & Lounge (Wine Room): Preferred dining area servicing breakfast and lunch on request six days week (closed Monday). A key area that can accommodate up to 30 covers.

Open Bar: A meeting hub featuring all-day dining and late-night offerings. The busy outlet is open twelve hours, six day a week, (closed Monday), accommodating up to 50 covers.

1946 & Veranda: The signature restaurant with open floor plan, featuring iconic views of the courses. A preferred dining for lunch and dinner, six days a week, while hosting club famed Sunday brunch. The restaurant accommodates up to 60 inside and 25 on the iconic patio.

Pool Terrace: The busy seasonal dining area is open Memorial Day through Labor Day. Featuring a casual sophisticated lunch and dinner menu for all ages. The family centric space is perfect for all day dining six days a week (closed Monday). A hub for family entertainment and dining can accommodate up to 150 covers.

Oak House: The busy halfway house, nestled between key holes of the course is perfect for casual foods. Featuring a step-up food station as well as patio with build in BBQ.

Catering and Weddings: The main clubhouse, is approximately 65,000 square feet with combined banquet facilities seating 350 and can accommodate cocktail parties of up to 400, à la carte dining at lunch and dinner and several private-function rooms. Adorned with windows overlooking the beautiful Northwood grounds the event spaces at Northwood create a picturesque stage to create memorable events for members and their guests. The Ballroom, the living Room, Sunroom, Marble Bar, Board and Founders Rooms can accommodate various event requirements. A new addition the club is the beautifully positioned Wine Room, where members can dine in the company of some of the best vintages globally sourced.

ORGANIZATIONAL STRUCTURE

The Executive Chef (EC) reports to Jon Davis General Manager/COO and has approximately 30 kitchen team members, all reporting directly to them. The talented culinary team includes an Executive Sous Chef, banquet chef, culinary line staff, purchasing manager and cafeteria attendances.

EXECUTIVE CHEF JOB DESCRIPTION

The (EC) is a key leader on an experienced food and beverage team who is responsible the execution of cuisine to the well-traveled club membership. This role demands, seamless and consistent standards the culinary excellence the clubs are known for. The next EC will continue a great culinary history, securing wisdom in leadership defining an authentic style of a strong culinary vision and culture for both clubs.

Leadership

- Be a collaborative team player who is willing to work with and train the team each day doing whatever it takes to deliver the best Member experience.
- Empower the culinary team and delegate appropriately, so they can focus on growth; be confident that the operation can run well in EC's absence.
- Be an active 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.
- Maintain existing operating standards for personnel in areas of responsibility and consistently evaluate knowledge, understanding, and execution to these high standards.
- Work closely with the front of house food and beverage managers to assure 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.
- Remain current and continue education regarding diverse and new culinary trends and cuisines.
- Maintain physical presence during times of high business volume.
- Create a welcoming, approachable, and inclusive kitchen atmosphere for all club staff based on mutual respect.

Operations

- Maintain existing standard recipes and techniques for food preparation and presentation that help to assure consistent high-quality food.
- Maintain a rotation of varied food offerings which feature global cuisines. Evaluate food products to assure that quality standards are always attained.
- Maintain 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; manages OSHA-related aspects of kitchen safety and maintains MSDSs in easily accessible location.

Financial

- Plan 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 and 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, the club has a strong finance department that provides monthly and bimonthly updates to the EC.
- 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 assure that financial goals are met.
- Review and approve product purchase specifications.

CANDIDATE QUALIFICATIONS

The successful candidate:

- Has 5+ years of luxury culinary experience as an Executive Chef in a large operation, multi outlet experience a must.
- Successful experience in both *a la carte* and banquet operations in previous hotels, clubs, or resorts.
- Is a strong and passionate leader and culinary professional with a proven track record of providing high level services. The EC must be passionate about their craft and inspire those around him or her with that energy and passion.
- The EC is a lifelong learner and instills that characteristic into his or her team.
- Is extremely organized to successfully manage and lead multiple *a la carte* and banquet venues simultaneously as well as prepare for and execute successful banquet events.
- Has a successful track record of controlling costs, standardizing recipes, planning budgets and the has the skills necessary to perform all kitchen tasks and training of others to properly execute those tasks. The EC leads by example.
- Is a visionary and trend setter yet understanding and respects the club's long-standing culinary traditions and can balance both in creating menus, specials, and banquet offerings.
- Must have computer skills including but not limited to Microsoft Outlook, Word, and Excel. Experience with Club Essential POS software is a plus. Experience communicating with and engaging members and/or customers using social media is a plus.
- Is a well-respected member of the leadership team and community team and can generate thoughts and ideas that result in increased sales and improved membership satisfaction.

EDUCATIONAL & CERTIFICATION QUALIFICATIONS

- A culinary arts degree from an accredited school preferred.
- Certified Executive Chef (ACF) or Pro Chef (CIA) certification is preferred.
- Certification in food safety is mandatory.

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. Northwood Club offers an excellent benefits 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 on your LinkedIn Profile.

Your letter should be addressed to: Mr. Jon Davis, General Manager/COO and clearly articulate why you want to be considered for this position at this stage of your career and why Northwood Club and the Dallas area will likely be a "fit" for you, your family and the club if selected.

You must apply for this role as soon as possible but no later than Monday, April 10th. Candidate selections will occur early Mid-April with first Interviews expected Monday, May 1st, second interviews a short time later. The new candidate should assume his/her role late May early June.

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

"Last Name, First Name Resume"

"Last Name, First Name Cover Letter Northwood 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

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