

KOPPLIN KUEBLER & WALLACE

THE MOST TRUSTED NAME IN EXECUTIVE SEARCH AND CONSULTING

EXECUTIVE CHEF PROFILE THE UNIVERSITY CLUB OF MILWAUKEE MILWAUKEE, WI

EXECUTIVE CHEF THE UNIVERSITY CLUB OF MILWAUKEE

The Executive Chef position for both club campuses 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 620 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 the kitchen and front of the house.

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

THE UNIVERSITY CLUB OF MILWAUKEE

Today, there simply is no other club in the region that offers the same heritage, legacy of excellence and breadth of experiences as The University Club of Milwaukee. While their stories began so many years ago, a new chapter began when The University Club of Milwaukee and Tripoli Country Club merged in 2016. Founded in 1898 by a group of 19 college alumni, The University Club's founding mission was to offer members a distinctive opportunity to network, share ideas, grow relationships, and engage in the issues of the day. This was a time of great hope and promise, and of progress and innovation. Very similar to the Milwaukee of today! In 1921, entrepreneurial members of the Tripoli Temple in Milwaukee purchased land at what is now Good Hope Road and 43rd Street in Milwaukee and began a country club for the benefit of its members. Over the years, Tripoli Country Club and its championship-caliber golf course attracted fine golfers such as Arnold Palmer, Billy Casper, and Cary Middlecoff, while also serving as an oasis for members and their families. Deeply rooted in the fabric of the broader community, both legacy clubs are now united by a common commitment to excellence, engagement, and a desire to positively impact the lives of members, their families, and future generations of leaders.

THE UNIVERSITY CLUB OF MILWAUKEE & COUNTRY CLUB BY THE NUMBERS

- 620 memberships
- \$2.799 M total F&B Revenues
- \$1.715 M food revenue
- \$911k beverage revenue
- 35.4% a la carte 64.6% banquets
- 25 kitchen employees
- 3 kitchens
- 35.4% food cost
- 48.3% labor Cost
- 52 Average Age of Membership

THE UNIVERSITY OF MILWAUKEE WEBSITE: www.uclubmke.com

THE CITY CLUB CAMPUS FOOD AND BEVERAGE:

1898 is a dynamic dining and cocktail area on The City Club's first floor. Whether you want to entertain guests over an enticing meal, meet with friends or colleagues for a casual get-together, or simply enjoy a drink while taking in the view from the terrace overlooking Lake Michigan and the Calatrava Art Museum, 1898 will deliver an experience unlike any other in Milwaukee. This room is scheduled for an update with new furniture in fall 2023.

Six - The stunning Sixth Floor offers a panoramic view of the Lake Michigan shoreline and the City of Milwaukee and is available for special events and private dining. Plans are underway to convert Six into an upscale dining facility open for dinner with a finishing kitchen and small plate dining service with a craft cocktail lounge. The new Executive Chef will have the ability to assist in the kitchen design and have full responsibility for menu development and service.

4th Floor – The implementation of a Master Plan is underway and will be adding a Co-working space with Concierge services to the 4th floor of the city club. Limited food service will be available along with beverage services to include fine espresso and coffee services.

3rd Floor – The Library, North Library, along with Suites 300, 301, and 302 provide medium to small rooms for business meetings and social gatherings. A full-service bar is on the 3rd floor in addition to two built-in buffets that allow for convenient presentations for food service. Suite 302 is currently in renovation to create a Zoom Room to accommodate up to 10 people.

2nd Floor – The Grand Ballroom resides on this floor with fireplaces in every room offering nostalgia and elegance with its 15' tall ceilings and tall scaping windows overlooking Lake Michigan. Divisible into three separate rooms, this ballroom can accommodate up to 250 for a seated event.

Lower Level – An addition to the Master Plan, the lower level is designed with a full-service bar concentrating on local artisan breweries, 2 bocci ball courts, billiards, darts, shuffleboard table, and mixed seating options, perfect for business and social gatherings of up to 100 people. Walk down the hallway and into their two golf simulators as well.

Overnight Rooms – 12 guest rooms, with complimentary continental breakfast, room service, and additional services such as private valet and pressing of garments.

THE COUNTRY CLUB CAMPUS FOOD AND BEVERAGE:

The Men's Locker Room – this facility was recently fully renovated, adding a full-service bar, seating for 24 and an outdoor patio. Full food and bar service is available in season.

The Windmill Tap / Ballroom / Outdoor Patio – The country club campus offers casual dining with seating up to 80 guests, banquet space accommodating up to 300 people, and limited outdoor patio dining. Master Planning is underway which will completely remodel all of this space, more than doubling the outdoor dining with a patio expansion, renovating the bar, restaurant, banquet and restrooms.

All in total, the club is planning to spend \$6m renovating food and beverage venues at both club campuses, starting construction as early as late fall 2023.

Wine Society: Members can join the Wine Society. Both club campuses have exceptional wine lists and Wine Society members have preferred invitations to wine events and pricing.

ORGANIZATIONAL STRUCTURE

The Executive Chef reports to the General Manager/COO and has approximately 25 kitchen team members, all reporting directly to them. The talented culinary team includes a two Chef de Cuisine, and three Sous Chefs. One extensive kitchen resides on the second floor of the city club campus with, as mentioned, a new kitchen planned to open on Six in 2024. The country club campus has one main kitchen in the clubhouse and a snack bar kitchen servicing the aquatic and racquet complex.

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. The EC balancing the oversight of two club houses (City and Country Club campuses) securing the culinary vision for both clubhouses. This role demands seamless and consistent standards between both clubhouse and 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 rotation of offerings and presentation that help to assure consistent high-quality food.
- 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 MSDS's in an 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:

- 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

- Has 5+ years of luxury culinary experience as an Executive Chef or an Executive Sous Chef in a large operation, multi outlet experience a must. Preferably, has a culinary or related degree.
- Successful experience in both *a la carte* and banquet operations.
- 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. The University Club of Milwaukee offers an excellent 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 on your LinkedIn Profile.

Your letter should be addressed to: Mr. Carl Granberg, General Manager/COO and clearly articulate why you want to be considered for this position at this stage of your career and why University Club of Milwaukee and the Milwaukee 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, March 20th. Candidate selections will occur in late March with the first Interviews expected in mid-April and the second interviews a short time later. The new candidate should assume his/her role in Early May 2023.

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

"Last Name, First Name Resume"

"Last Name, First Name Cover Letter The University Club of Milwaukee

(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 EXECUTIVES

Annette Whittley, Search Executive
561-827-1945 (M) ▪ annette@kkandw.com

Lawrence McFadden, CMC Search Executive
239-963-6888 (M) ▪ lawrence@kkandw.com