



RCS Hospitality Group  
a new generation of hospitality management  
6412 Brandon Ave. #339 Springfield, VA 22150  
[www.consultingRCS.com](http://www.consultingRCS.com)

Position Available:  
**EXECUTIVE CHEF**

**Washington Golf and Country Club, Arlington, VA**

### **POSITION SUMMARY**

Washington Golf and Country Club is seeking an experienced Executive Chef. The successful candidate will be a talented culinary professional that will establish and work well with the entire culinary and service team by implementing culinary standards and programs that will continuously strive to increase member and guest satisfaction. Food quality, consistency, progressive menus and presentation, and staff development are vital areas of focus. Expected to possess a skill set in all areas of food and beverage service within the club property, a commitment to excellence daily, and serve as a true mentor and leader for the culinary team at Washington Golf and Country.

### **ACCOUNTABILITIES**

- Responsible for overseeing and supervising all culinary production and all culinary staff for all outlets
- Maintain the highest professional food quality and sanitation standards throughout the kitchen and loading dock
- Develop menus, purchasing specifications and recipes in accordance with annual operating budgets
- Hire, train and supervise the work of culinary staff
- Plan and execute menus for all food service locations
- Interact and work professionally with all members, committees, and departments
- Participate in House Committee meetings, staff meetings and all other meetings upon request
- Actively participate in member/client meetings exceeding culinary expectations
- Conduct monthly physical food inventory while assessing projected needs
- Order all food, paper/chemical supplies according to needs and par levels
- Establish and enforce controls to minimize food and supply waste and theft
- Develop and test recipes and techniques for food preparation and presentation
- Exercise portion control over all menu items and establish menu selling prices
- Prepare necessary data for the operating budget, including projecting annual food and labor costs, monitoring actual financial results and taking corrective action where necessary to help ensure financial goals are met
- Prepare monthly variance reports and present at the Finance Committee as directed
- Aide in preparation in capital five-year plan and present PCI with all requests within approved procedures
- Cook or directly supervise the cooking of items that require skillful preparation
- Evaluate food products/staff/procedures/presentations to ensure that quality standards are consistently attained
- Conduct line checks regularly
- Other duties as assigned



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## MINIMUM REQUIREMENTS

- High school diploma or GED; Culinary degree or Accredited certification preferred
- 5+ years of experience that is directly related to the duties and responsibilities specified
- Possess or pursue certification in the culinary arts
- Demonstrated ability to supervise and train employees, including organizing, prioritizing, and scheduling/planning and demonstrated leadership skills in managing issues at all levels
- Demonstrated organization and coordination skills
- Ability to plan a wide variety of menus, to include international/ethnic, dietary, financial and social considerations
- Obtain and maintain VA Food Service Sanitation Certification
- Ability to coordinate quality assurance programs in areas of responsibility
- Knowledge of set-up procedures for indoor, outdoor, and special functions
- Advanced skill in preparation, cooking, and presentation of a wide variety of foods
- Strong working knowledge of food and wine pairing
- Ability to grasp, understand and train on front of the house techniques and service methods
- Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations
- Demonstrated strong oral and written communication skills to a wide variety of constituents
- Excellent interpersonal/relationship-building skills
- Proven record of providing excellent internal and external customer service

## SALARY RANGE / COMPENSATION

Washington Golf and Country Club is committed to a comprehensive employee benefit program that helps employees stay healthy, feel secure, and maintain a healthy work/life balance.

Salary Commensurate with experience in the range of \$145,000 - \$165,000.

Group Health & Dental Insurance, Voluntary Accident & Critical Illness Insurance, Club Paid Life Insurance, and Club Paid Short-term & Long-term Disability Insurance

Paid Vacation, Sick & Holiday, Employee Assistance Program, 401(k) Retirement Program with Matching Contributions

Staff Member Referral Bonus Program

Complimentary Meals

Industry Membership Dues and Education Allowance.

## REPORTS TO

Assistant General Manager

## DIRECT REPORTS

Exec Sous Chef; 4 Sous Chefs; ~25 Cooks



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## CLUB OVERVIEW

Washington Golf & Country Club (WGCC) is a traditional private country club dedicated to providing exceptional service, facilities and programs to our members, families and guests in a fiscally responsible manner.”

Washington Golf and Country Club is located in close proximity to the Nation’s Capital, just one of the many attractions of membership. The Georgian-style clubhouse sits on one of the highest points in historic Arlington, Virginia. It looks out over one of the most beautiful and challenging 18-hole golf courses in the region and offers views across the Potomac River to the skyline of Washington, D.C. Situated on over 130 acres, the WGCC complex also includes a newly renovated golf course, a new, state of the art golf practice facility, putting and practice greens, a swimming pool, 10 outdoor tennis courts, a five-court indoor tennis facility, and a recently renovated, well-equipped fitness center.

The clubhouse features formal and informal dining rooms, a tap room, a men’s grill, a ladies lounge, various outdoor dining areas, as well as a cocktail lounge, meeting and party rooms accommodating groups of 18 to 60 persons, and a large, attractive ballroom, with a capacity of 300-400.

The Club has approximately 1,500 members, each of whom has the privileges of all WGCC amenities. WGCC is one of the few clubs in the country with a healthy waiting list and robust membership usage in all areas of the Club. A \$2.7M renovation of the lower-level kitchen and Grill Room is planned for early 2023.

## CLUB DETAILS

- 1464 Active and Limited Members
- \$110,000 Initiation Fee
- \$9.2M Annual Dues Volume
- \$18.5M Gross Volume
- \$4.76M F&B Volume, 65% à la Carte/ 35% Banquet and Events (pre covid)
- 10 Standing Committees
- 12 Board members
- 6.5-year waitlist for membership
- \$2.7M renovation planned for early 2023
- Website [www.washingtongolfcc.org](http://www.washingtongolfcc.org)

### INSTRUCTIONS FOR APPLYING:

Please send cover letter outlining your career progression choices, resume, references, and salary requirements to: Brian Armstrong at [brian@consultingRCS.com](mailto:brian@consultingRCS.com)