EXECUTIVE CHEF PROFILE: THE SANCTUARY GOLF CLUB
SANIBEL ISLAND, FL

THE EXECUTIVE CHEF OPPORTUNITY at THE SANCTUARY GOLF CLUB

The Sanctuary Golf Club, a high-end, member-owned club located on Sanibel Island, Florida, is looking for an exceptional Executive Chef. The Sanctuary combines the tropical paradise of Sanibel Island with an Arthur Hills-designed golf course and an elegant clubhouse offering the area’s best dining and social activities. This is an amazing opportunity to be part of an award-winning Platinum Club in a casual yet premier club community.

THE SANCTUARY GOLF CLUB & COMMUNITY

The Sanctuary Golf Club is located on Sanibel, one of the barrier islands that make up the Lee Island Coast in Southwest Florida. Access to Sanibel Island and neighboring Captiva Island is over a picturesque causeway from Fort Myers. The club is surrounded by the beauty and nature of the J. N. "Ding" Darling National Wildlife Refuge which is home to more than 300 species of birds, 50 species of reptiles and amphibians, and more than 30 types of mammals. Also noteworthy is that 68% of all land on Sanibel Island is in conservation.

Shortly after it opened in 1993, The Sanctuary Golf Club’s golf course was recognized by Golf Digest as one of the best private courses in the United States. Designed by renowned golf course architect Arthur Hills, the course weaves and winds for 6,657 yards around nature preserves and lakes, providing panoramic views of Pine Island Sound and mangrove forests.

A new 6,000 square foot state-of-the-art fitness & wellness facility will be constructed this summer including a new sports pool, providing a full complement to the existing five hydro-grid tennis courts. The clubhouse will also undergo extensive renovations this summer.

THE SANCTUARY GOLF CLUB AWARDS

- Platinum Club of the World - Top 100 – 2015
- Platinum Club of America – Ranked #17 Golf Clubs - 2014
- Platinum Club of America – Ranked #9 in Residential Communities - 2012
- Distinguished Clubs of America, Emerald Club Award 2014, 2009
- Achievement of Excellence by the American Culinary Federation - 2012
- Golf World Top 25 Private Golf Shops – 2010
- Certified Audubon Cooperative Sanctuary since 2003

THE SANCTUARY GOLF CLUB MISSION

To deliver exceptional golf, dining, social and recreational experiences with outstanding personalized service to all members, their families and guests in a community of casual and natural elegance.

THE SANCTUARY GOLF CLUB BY THE NUMBERS
• 431 Memberships (331 Equity, 100 Social)
• $110,000 initiation fee
• $12,300 annual dues
• $1.6M F&B revenue
• 50,000 square foot clubhouse
• 76% a la carte; 24% banquet
• 91 employees (in season)
• 21-23 kitchen employees in season
• 2 kitchens in the clubhouse (main and banquet)
• 20,644 rounds of golf per year

FOOD & BEVERAGE OPERATIONS

Club members enjoy organic, fresh and quality ingredients and want to continue that tradition as well as expand their farm-to-table and healthy food offerings.

The Clubhouse features panoramic views throughout each of the dining rooms and offers casual dining in the Grill Room (seats 75), fine dining in the Veranda Room (seats 80), and al fresco dining on the outdoor porch (seats 30) which will undergo renovations this summer.

Diverse club and private events take place in the Main Dining Room (seats 300), Board Room (seats 18), and Card Room (seats 24).

Adding to the personal touch, the culinary team offers cooking demonstrations, wine dinners, and in-home catering assistance. The professional and dedicated food and beverage team arranges celebrations ranging from intimate dinner parties to elegant affairs for up to 250 members and their guests.

In season, lunch and dinner are served six days a week (F&B operations are closed on Mondays). In the off season lunch is offered four days a week and dinner is available one night per week.

The Sanctuary Golf Club holds approximately six weddings a year. Large events usually range from 150-250 people although the largest event, Easter Brunch, can serve over 600 members and their guests.

THE SANCTUARY GOLF CLUB WEB SITE: www.sanctuarygc.net

EXECUTIVE CHEF JOB DESCRIPTION

The Executive Chef (EC) at The Sanctuary Golf Club is a hands-on chef that leads by example. He or she is responsible for all food production, which is provided in restaurants, banquet functions and other outlets. He or she develops menus, food purchase specifications and recipes and supervises all kitchen personnel. The EC develops and monitors food and labor budgets for the department and maintains the highest professional food quality and sanitation standards.

The EC is responsible for all food and beverage Back-of-the-House (BOH) operations while working closely with Front-of-the-House (FOH) staff to ensure the delivery of high quality and consistently innovative services, products and offerings to members and guests.

The EC is responsible for ensuring that all food is consistently outstanding – from standard country club fare to innovative offerings and special culinary events throughout all dining venues. The EC understands that quality and consistency in producing and delivering the club’s hamburger is just as important to the member experience as producing a five-course wine dinner and memorable special...
events. Consistency is imperative at The Sanctuary Golf Club and the EC should have standards and processes in place that ensure consistency in every meal that is served.

The EC creates and updates menus often, incorporating specials, and developing and documenting recipes and controls to ensure consistency. Creativity, not just variety, is essential in planning menus and events for the members of The Sanctuary Golf Club.

The EC is a team builder who mentors kitchen staff and develops a pipeline of talented and creative individuals and interns by building upon its reputation as an excellent learning and training ground for up and coming culinarians. The club fully supports ongoing education and participation in ACF for its EC and staff. The EC also treats all employees with respect and, in return, requires that of his or her team. The EC is also responsible for leading the product knowledge training for FOH personnel through daily pre-meal meetings and special food knowledge training programs.

The EC leads the BOH initiative in accident prevention, training and retention of staff, and sanitation and safety standards. The EC pays sharp attention to detail, enforces the highest standards of sanitation and safety, and ensures that all BOH staff approach the standards with the same level of focus.

The EC has a proven track record of controlling food and labor costs. He or she is adept at creating and managing a budget and provides food purchase specifications to control food quality and costs. He or she also keeps a close watch on minimizing waste.

The EC is the face of culinary operations and should be comfortable conversing and interacting in both back and front of house settings as he or she interfaces with multiple and diverse constituencies (members, staff, vendors, etc.) throughout the day. The EC is visible and responsive to club member and team member requests striving to find creative ways to accommodate reasonable requests.

The EC works as a strategic and operational partner with the managers and staff of The Sanctuary Golf Club to develop information sharing, good communication, superior internal and external customer relationships and high performance teamwork in order to achieve club objectives.

The EC is someone who seeks opportunities for improvement, and instills this mindset into his/her team, while at the same time epitomizing the perspective of being readily open and embracing of input.

The Sanctuary values its employees and as such provides employee meals for up to 90 employees per day, offering both lunch and dinner.

Ultimately, the Executive Chef of The Sanctuary Golf Club is an important and positive face of culinary operations at the Club. He or she is an integral part of the overall success of the operation, and is a strong influencer on each constituency he or she interfaces with while performing his or her duties. The responsibility to lead this facet of the organization from a passionate, creative, supportive, progressive and team-focused perspective is of critical importance for long-term success.

INITIAL PRIORITIES OF THE EXECUTIVE CHEF

- Maintain the quality, standards and consistency of the current culinary program while continuing to provide new and exciting culinary experiences for The Sanctuary Golf Club members and guests in both a la carte dining and member events.
- Recruit and continue to build, develop, train and mentor the culinary team.
- Plan menus and events for the upcoming season.
- Provide creative plate and buffet/action station presentations.
• Find and maintain a balance among member dining needs from classic country club fare to new, innovative dining options. The Executive Chef will need to offer menu options that appeal to tenured members as well as newer, more active, younger members.
• Manage to budgeted goals.
• Learn members’ names, their culinary and dining requirements (allergies) and preferences.
• Integrate healthy menu options to coincide with the new fitness facility opening.
• Evaluate and set appropriate and necessary standards of operation, execution and delivery within the culinary operation; taking ownership for the entire experience from production to final delivery of end product, while working closely with the FOH management team.
• Continue the reputation of The Sanctuary Golf Club as the best dining experience on Sanibel and Captiva Islands.

ORGANIZATIONAL STRUCTURE

The Sanctuary Golf Club operates under the General Manager organizational structure. The Executive Chef reports directly to the Chief Operating Officer/General Manager.

The kitchen staff totals approximately 21-23 team members in season including an executive sous chef and two sous chefs.

The EC works closely with the House and Social Committees to ensure that member expectations are met and attends all food and beverage staff and management meetings. The EC conducts weekly meetings with his/her department to provide open lines of communication and share pertinent club information.

CANDIDATE QUALIFICATIONS

The successful candidate:

• Is a strong and passionate leader and culinary professional with a proven track record of providing high-level services with a personality that is commensurately appropriate to The Sanctuary Golf Club. Previous private club experience is highly desirable.
• Has successfully led dynamic culinary operations. Additionally those with success in farm-to-fork (and Gulf to fork), locally grown or procured provisions, with a proclivity for healthy, yet innovative options are likely to be favored.
• Is a confident, proactive team builder who has a history of attracting, developing and retaining high performing team members.
• Has exceptionally strong culinary skills and the ability to consistently define and achieve goals and objectives. This includes proven and verifiable leadership qualities with demonstrated ability to direct, coordinate and control all facets of an active culinary operation.
• Has strong management skills with verifiable strengths in inspirational leadership, financial performance, and people skills.
• Has strong written and verbal communications skills.
• Possesses computer skills including but not limited to Microsoft Outlook, Word, and Excel. Experience with Jonas POS software is a plus.

EDUCATIONAL AND CERTIFICATION QUALIFICATIONS

• Bachelor’s degree in Culinary Arts and/or other Hospitality Management degree and eight years food production and management experience; or
- 15 years relevant experience; or any equivalent combination of experience and training that provides the required knowledge, skills and abilities.
- Certification from the American Culinary Federation or other professional hospitality association is preferred.
- Must be certified in food safety.

**SALARY & BENEFITS**

Salary is open and commensurate with qualifications and experience. The club, along with the typical ACF benefits, offers an excellent bonus and benefit package.

**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.

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

“Last Name, First Name Resume” &
“Last Name, First Name Cover Letter”
(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.

For directions on how to upload your resume and cover letter visit this page.

[Click here to apply for this position](#) and upload your resume and cover letter.

If you have any questions please email Nan Fisher: nan@kopplinandkuebler.com

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