



RCS Hospitality Group
a new generation of hospitality management
6412 Brandon Ave. #339 Springfield, VA 22150
www.consultingRCS.com

Position Available:
ASSISTANT FOOD & BEVERAGE DIRECTOR
Timuquana Country Club
Jacksonville, FL

Timuquana Country Club, located in Jacksonville, FL seeks an experienced career-minded professional to join their team as Assistant F&B Director. This position will manage the overall service experience for members and guests across multiple a la carte dining venues at the Club. He/she will oversee the F&B Management team, service team, and bartenders. This position will oversee wait staff and bartender hiring, orientation and onboarding, ongoing staff training, and daily management of the team. This position will be the leader in developing standards to create a true Southern Hospitality experience that Timuquana members/guests expect and deserve. This is a new position for TCC as a result of considerable growth in member usage over the past three years and includes an opportunity to advance to F&B Director in 2-3 years.

Timuquana recently completed a \$3.5mm member dining/kitchen renovation resulting in a 40% increase in member usage. TCC prides itself on being able to offer what others in our market cannot regarding the atmosphere, level of service, value, and F&B offerings. TCC has an extensive wine list and one of the largest allocated whiskey selections in NE Florida.

Jacksonville is consistently recognized as one of the fastest-growing cities and a top-ranked place to live, with affordable housing, great activities, and location. Being located 30 miles from the beach, 2 hours from both Savannah and Orlando, Jacksonville is an ideal place to live. Neighboring St. Johns County offers one of the top public school districts in the state. Timuquana creates a culture of staff growth, education and professional development, and work-life balance, making the Club a desirable place for a candidate's long-term success.

JOB DUTIES

- Oversees all aspects of the beverage program, and ensures it is relevant and evolving
- Aids in the development of departmental budgets and variance reports
- Oversees P.O.S., Club App F&B updates such as online To Go ordering, menu updates, and specials updates
- Successfully manage day-to-day operations, assist with special events, member activities, menu rollouts, etc. for the F&B department. Creates memorable experiences for the Club's membership
- Takes a lead role in hiring, training, scheduling, and development of staff
- Aids the Clubs Director of Employee Engagement in team morale and retention boosting programs
- Strives for continuous improvement in knowledge, quality, consistency, service, products, work environment, financial metrics, safety, and member satisfaction
- Works with the F&B Director and Executive Chef on menu development ideas for a la carte areas
- Works together with supervisors in other areas to ensure a prompt and high level of service execution
- Assists in ensuring that all team members are team focused to provide TCC members with a memorable experience
- Works with the Director of Catering on club events and banquet operations
- Continuously evaluates personnel performance and encourages improvement
- Other duties as assigned

BACKGROUND/EXPERIENCE

- Participative leadership style
- Uses a hands-on approach to management
- Possess the ability to manage change effectively
- Provides leadership to staff achieving goals and objectives
- Effectively communicates the goals and objectives while inspiring employees to achieve those goals
- Track record promoting an atmosphere of teamwork
- Demonstrates an ability to lead by example
- Excellent time management



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- Strong beverage knowledge/beverage operations
- Exceptional detail to follow-up
- Court of Master Sommeliers and/or other beverage certifications is preferred
- 5 or more years of F&B Management experience; fine dining/country club preferred
- A bachelor's degree in food service, culinary arts, or hospitality fields of study is preferred or a combination of education and experience is required.

REPORTS TO

Food & Beverage Director

DIRECT REPORTS

Food & Beverage Manager, Food & Beverage Service Manager, Food & Beverage Supervisors, Grove Supervisor, Bartenders, Servers, Server Assistants, Host/Hostess

THE CLUB OFFERS

Compensation:

Benefits are available to full-time employees after a waiting period and include the following:

- A base salary with an annual performance bonus. Salary range including bonus is commensurate with experience but will range from \$85,000 - \$95,000
- Education/association dues allowance
- Clothing/Uniform allowance
- Employee Scholarship Fund
- Employee Foundation Hardship Grants
- Benefit package includes health, vision, dental, short-term/long-term disability, paid parental leave, and 401(k) with employer contribution
- Work/life balance
- Daily employee meals
- Complimentary golf
- Relocation assistance
- COBRA insurance coverage during employment transition

CLUB OVERVIEW

The 50,000 sq. ft. clubhouse and supporting amenities include a recently renovated resort-style, heated lap pool with beach entry, casual and riverfront al fresco dining. Additional amenities include 7 Har-Tru Tennis Courts, 4 clay pickleball courts, a floating dock, fitness center with spa services, and full-service locker rooms. The Club has one 18-hole golf course originally designed by Donald Ross and recently renovated by architect Bruce Hepner. The Club also has an extensive golf practice facility with two short game areas and two practice tees, The Club is working through a comprehensive Facility Master Plan and has completed \$25mm in renovations to the campus in the last five years. In the fall of 2023 work will begin on the men's and ladies' locker rooms and men's grill. Plans also include adding a golf performance teaching center, fitness expansion, nature trail and youth activities/summer camp space. Based on a strong capital dues program and initiation fees, the Club will complete the facility master plan without assessments to the membership.

CLUB DETAILS

- 1,100 Active Members (currently on a two-year waiting list)
- \$60,000 Initiation Fee
- \$6.5M Annual Dues Volume



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- \$15M Gross Volume
- \$4.7M F&B Volume, 75% A La Carte / 25% Banquet and Events
- Website: <https://www.timuquana.net/>