



RCS Hospitality Group  
a new generation of hospitality management  
2827 Midway Rd SE Ste 106 - #231  
Bolivia, NC 28422  
[www.consultingRCS.com](http://www.consultingRCS.com)

Position Available:  
**FOOD & BEVERAGE DIRECTOR**  
Norfolk Yacht & Country Club  
Norfolk, VA

Norfolk Yacht & Country Club (NYCC) is seeking a dynamic and visionary Food & Beverage Director to join its leadership team. This key position is central to delivering the Club's Mission and Vision, which focuses on creating an exceptional private club experience for its members and their guests.

NYCC is a private, member-owned club offering premier fitness, racquet sports, swimming, yachting, dining, and social experiences. Guided by the Club's Vision, the Food & Beverage Director will ensure that every member enjoys world-class amenities in a welcoming, family-oriented environment that fosters meaningful connections. The Food & Beverage Director will serve as a role model for staff, championing a culture of excellence and personalized service. Responsible for overseeing all food and beverage operations, including banquets and special events, the Director will work with team members to exceed member expectations and drive innovation.

This is an exceptional opportunity for an experienced hospitality leader to make a lasting impact at one of the region's most distinguished private clubs.

#### **POSITION OVERVIEW**

The Food & Beverage Director position is one of the key positions at Norfolk Yacht & Country Club. The incumbent must fully embrace the Club's Mission and Vision.

**Mission:** The Club is a private, member-owned fitness, racquet sports, swimming, yachting, dining, and social club operated for the recreation, pleasure, and benefit of its members and their guests.

**Vision:** The Club exists to enhance the daily lives of all its members, regardless of their personal backgrounds or Club membership categories. It does so by providing first-class private club amenities and facilities in a comfortable, family-oriented environment in which our members can enjoy time spent with family members and friends.

He or she shall serve as an example to all staff and promote the fact that every crew member must be engaged in meeting/exceeding client needs while building and growing the Club and its business. As such, each manager is an ambassador to members and prospective members at all times. Being present with members, guests, and staff is of utmost importance and will be the benchmark for candidate success.

#### **RESPONSIBILITIES**

- Manage all matters pertaining to food and beverage activities, banquets, and special events, both Front-Of-The-House and Culinary operations.
- Grow Club revenue through increased member usage and the development of innovative programs and special events.

#### **JOB DUTIES**

- Proactively manages and promotes NYCC food and beverage programs. Develops new programs for member satisfaction and revenue growth.
- Maintains the highest standards of professionalism for self and staff, including hiring, training, compensating, and promoting the most competent employees.



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- Actively participates in member outreach programs, including developing action plans for improved member satisfaction.
- Assists in the business development of weddings and other special events.
- Directs all food and beverage front-of-house (FOH) and culinary operations (through the Executive Chef); participates in menu development, vendor assessment, and management staff performance evaluations.
- Ensures performance evaluations of all F&B and Culinary staff are done annually.
- Drives the scope, revenue, marketing, and profitability of the Club's wine and beverage business.
- Directs and constantly seeks improvement in all food and beverage operations.
- Manages FOH departmental performance on sales, expenses, and net-income goals as contained in the F&B annual budget.
- Participates in the preparation of the annual capital and operating budget for F&B operations, carefully monitors performance against budget, and manages programs/employees to attain budgeted goals.
- Provides annual written performance evaluations on direct reports.
- Ensures that staff is compensated fairly and develops incentive programs to reward inspired performance.
- Attends national, regional, and local education conferences and meetings as required.
- Monitors survey results on F&B, takes corrective action.
- Handles member complaints quickly and with discretion.
- Provides information for the Club's newsletter and website.
- In the absence of the General Manager, acts as the Club Manager-On-Duty (MOD).
- Looks for opportunities to promote the Club through community outreach and volunteer participation.

#### **JOB KNOWLEDGE, CORE COMPETENCIES, AND EXPECTATIONS**

- Food and beverage cost controls and operating procedures
- Accounting
- Menu design
- Marketing and promotions
- Wine, spirits, and bar operations
- Point-of-sales systems
- Strong interpersonal and organizational skills
- Polished, professional appearance and presentation
- Manage stress and time
- Build a team, train, and maintain employee teams
- Effective communication at all department levels and throughout the Club

#### **CANDIDATE QUALIFICATIONS**

- A college degree or equivalent management experience is preferred in a country club environment.
- At least five years of experience in food and beverage management and operations.
- Excellent leadership, interpersonal, and sales skills.
- Member of Club Managers Association of America (CMAA) and other professional associations.

#### **REPORTS TO**

- General Manager

#### **DIRECT REPORTS**

- Executive Chef



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- Food & Beverage Managers
- Wine Director/Steward
- Special Events Director
- Banquet Manager/Supervisor

#### THE CLUB OFFERS

- Salary offered begins at \$100,000 annually, commensurate with experience
- Annual performance bonus of up to 20%, dependent upon achievement of performance goal
- Paid vacation
- 401k
- Medical, dental, and company-paid life insurance
- Long-term and short-term disability
- Continuing education allowance and CMAA membership

#### CLUB OVERVIEW

Norfolk Yacht & Country Club (NYCC) is a private, member-owned club situated along the picturesque banks of the Lafayette River in Norfolk, Virginia. Since its establishment in 1896, NYCC has been a hub of camaraderie and community, offering its members and their families exceptional experiences that create lifelong friendships and lasting memories.

The Club's premier amenities include two restaurants—The Deck, a casual family dining venue, and 36° North, an upscale bar and grill—along with a fitness center, tennis courts, aquatics facilities, waterfront access, and a variety of social spaces for gatherings and events. During the summer, The Galley, a seasonal poolside café, and the Cabana Bar offer members a relaxed dining and bar option.

With its unique waterfront location near Old Dominion University and the Norfolk Naval Station, NYCC enhances the daily lives of its members by providing first-class amenities in a welcoming, family-oriented environment. Whether enjoying recreational activities, dining, or social events, members can relish the beauty, tradition, and hospitality that define Norfolk Yacht & Country Club.

#### CLUB DETAILS

- 1300 Members
- \$11.3M Annual Total Revenue
- \$4.2M Gross F&B Revenues
  - 70% a la carte/30% banquet
- 2 Dining Restaurants / 1 Seasonal Outlet
- 11 Committees, 12 Board Members
- 210 Total Employees
- Website: <https://www.norfolkyacht.com/>

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