



Position: Director of Food & Beverage

Updated: February 2021

Reports to: General Manager

Job Type: Full-Time

Location: One location (opening Spring 2022)

The Director of Food & Beverage is responsible for the oversight of the property's Food & Beverage operation including our restaurants, bars, In Room Dining, and Banquets. The Director of Food & Beverage will drive financial results and promote a positive work culture among the team.

Southall is a premier destination bringing nature, produce and people together in a powerful and unique way. This position will have considerable responsibility - leading a team of financial and operational aspects of Southall as outlined herein. Successful delivery of all key aspects within the Director of Food & Beverage sphere will help ensure Southall's Mission, future profitability, and sustainability.

Responsibilities:

- Supervise and develop a high-performing team across all food & beverage operations to ensure the highest levels of guest experience and team engagement
- Lead the development of programs that promote a sought-after work culture for the team while ensuring that all employment-related processes and documentation follow local, state and federal laws and regulations
- Perform other tasks associated as required to achieve the financial performance and goals of the organization
- Confer with General Manager and review activity, operating, and sales reports to determine changes in programs or operations required
- Assign the preparation of directives to division or department administrator outlining policy, program, or operations changes to be implemented
- Be a great ambassador for the organization within the local community and the industry
- Ensure adherence to policies and procedures related to guest/team safety, emergency guidelines, etc.

- Oversee the F&B leadership team and all team members. Accountable for the overall direction, coordination, development, retention, and evaluation of the food & beverage operations team
- Supervise responsibly in accordance with policies and applicable laws. To include interviewing, hiring, and training team members; planning, assigning and directing work; appraising, performance; rewarding and coaching team members; seeking and giving feedback regularly, etc.
- Responsible for financial performance of revenue generation and profitability metrics
- Obvious results in demonstrating a strong ability to recruit, build and inspire a team

Skills & Experience:

- 2-4+ years' experience as a food & beverage director within the hospitality industry
- Luxury Resort experience, demonstrating progressive career growth and a pattern of exceptional performance
- Proven experience in leading food & beverage operations, demonstrating strong financial awareness
- Proven experience in a high performing culinary and service driven restaurant operations
- Experience in working closely with and leading chefs and culinary teams. Editing menus and creating on going programming to market the operation
- Must be able to understand, speak, read, and write in the English language
- Ability to effectively communicate and provide directions in a clear, concise and professional manner in both verbal and written form
- Excellent verbal and written communications, networking, and presentation skills (in English)
- Excellent organizational skills and attention to detail
- Demonstrated ability to manage complex tasks and prioritize competing demands in order to meet deadlines
- Proficiency in Microsoft Office Suite (Outlook, Word, Excel, PowerPoint)
- Demonstrated ability with constructive, team-centric leadership skills
- Excellent team skills, including but not limited to; listening, coaching, guiding, flexible working, adaptability, collaboration, and facilitation
- Excellent communication skills, including but not limited to; listening, asking questions, building consensus, presenting, obtaining buy-in
- Must be able to push, pull and lift 50 lbs
- Available to work weekends, evenings and/or holidays
- Must be able to walk, stand for prolonged periods as needed

Education

- Bachelor's Degree or higher-level education preferred

This job description in no way states or implies that these are the only duties to be performed by the team member occupying this position. This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship.

I hereby certify that I have read and understand the duties and responsibilities enclosed herein:

Team Member Signature: _____

Date: _____