



Job Title: Assistant Restaurant Manager

Reports to: Member Dining Service Manager & Restaurant Manager

Rate: \$58k-63k+ (rate depends on skills, qualifications, experience, etc.)

Timeframe: Full-time, year-round, must be available to work evenings, weekends, holidays, and during special events.

About Medinah Country Club:

Since 1924, Medinah Country Club has enjoyed a vast and rich history, and an unwavering commitment to excellence. Working at Medinah Country Club isn't your typical "9-to-5" – it is more like joining a tight-knit community that just happens to operate on one of the most iconic properties in the country. We take our work seriously, but not too seriously. Whether we're planning a world-class event or sharing a laugh over morning coffee, our team brings energy, creativity, and a sense of humor to everything we do. If you're looking for a place where no two days are the same and the people are as top-notch as the property, you've just found it.

Job Summary:

- The Assistant Restaurant Manager supports daily operations across multiple restaurant outlets within Medinah Country Club. This role ensures exceptional member and guest experiences through leadership, service excellence, staff development, and operational efficiency. This role partners closely with the Restaurant Manager, Member Dining Service Manager, and Food/Beverage Director to uphold Medinah Country Club's standards of hospitality and professionalism.

Job Responsibilities:

- Member & Guest Experience
 - Deliver and model exceptional services standards in all outlets.
 - Build strong relationships with members and anticipate their preferences.
 - Resolve member concerns and maintain a visible presence on the floor during service periods.
- Team Leadership & Development
 - Supervise, coach, and motivate front-of-house staff.



- Assist with hiring, onboarding, and new/ongoing training.
- Monitor staff performance and provide feedback.
- Promote a culture of teamwork, accountability, and professionalism.
- Operations & Admin
 - Assist in managing day-to-day operations for restaurant outlets.
 - Oversee opening and closing procedures.
 - Ensure compliance with health, safety, and sanitation standards.
 - Support special events, private functions, and club events as needed.
 - Monitor inventory levels and support ordering processes.
 - Ensure accurate POS usage and cash handling procedures.

Education and Experience:

- 2-5 years of restaurant management experience (country club or private club preferred, not required).
- Strong knowledge of food & beverage operations.
- Excellent interpersonal and communication skills.
- Ability to thrive in a member-focused, high-service environment.
- Flexible scheduling including evenings, early mornings, weekends, and holidays.
- ServSafe Certification (or ability to obtain upon hiring).

Additional Benefits *(must be full-time status to qualify):*

- Competitive salary and wages
- Health, dental, vision insurance
- Generous PTO package
- 401(k) with employer match
- Uniforms and meals provided

All offers of employment are based upon satisfactory completion of background check.

Application Process:

Please either submit application materials through this link:

<https://www.paycomonline.net/v4/ats/web.php/portal/04AEC9DC99DB401D0C5DC6F2BFEBA1A3/jobs/405344>



OR submit a resume/inquiry to either Michael Boschert, Dining Services Manager (mboschert@medinahcc.org) and Amanda Eigenbauer (aeigenbauer@medinahcc.org)