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CANDIDATE PROFILE

Director of Food and Beverage

Park Meadows Country Club
Park City, UT

www.parkmeadowscc.com

PARK MEADOWS COUNTRY CLUB

Watch a short video here.

The Organization

Park Meadows Country Club, established in 1983 in Park City, Utah, is the area's only in-town golf and social club. Designed by golf legend Jack Nicklaus, the course seamlessly blends into the natural mountain landscape, featuring streams, wooden bridges, and over 100 bunkers that offer both beauty and challenge to golfers of all abilities. The Club quickly earned prestige, hosting ten PGA Senior Tour events starting in 1993 and welcoming icons such as Arnold Palmer and Lee Trevino. Beyond golf, Park Meadows has cultivated a vibrant social atmosphere where members enjoy a variety of events, fine dining, and a strong sense of community.

Ownership of the Club transitioned to members in 2002, leading to significant investments in its facilities. A $7.5 million renovation in 2007 modernized the course while maintaining Nicklaus' original design, earning recognition as Utah's "Best Private Course" in 2012. More recently, a comprehensive clubhouse renovation in 2017–2018 introduced updated dining areas, a bar, locker rooms, an extensive pro shop, a fitness center, and a golf simulator, as well as pickleball courts and a resort-style pool complex including a casual dining concept. Today, Park Meadows remains a premier destination for golf and social life in Park City, combining tradition with modern amenities for its members and guests.

VISION STATEMENT

For PMCC to be the Premier Lifestyle Country Club in the Park City area, offering Members even better future experiences.

MISSION STATEMENT

To provide exceptional year-round recreational and social experiences for our members, their families, and guests while building a prosperous legacy.

PARK MEADOWS CC DETAILS:

- Gross Dollar Volume: $12M
- Dues Volume: $7.65M
- F&B Volume: $2.3M

- Memberships: Golf 340; Social $122
- Average Member Age: 64
- Initiation Fee: Golf $280,000; Social $130,000
- Dues: Golf $19,800; Social $9,900
- Board Members: 9
- Committees: 7
- Direct Reports: 3
- Full-Time Staff: 20 full-time year-round, 40 during the summer season
- Rounds of Golf: Approximately 15,000

Position Overview

The Director of Food and Beverage will be a dynamic, visible and accessible leader for staff and members.

The Director of F&B will be responsible for leading and coordinating F&B operations, overseeing all outlets that range from casual dining to fine dining experiences, as well as Club events. This responsibility includes direct supervision of both front-of-house and back-of-house operations. They will work to maintain and improve operational standards for both the front- and heart-of-house to ensure that all guests always receive exceptional and genuine service, reflective of luxury service standards.

Operational responsibility and emphasis on staff training and development. The candidate must have the ability to strengthen the overall experience for the member, where dining consistently exceeds expectations. The Director of F&B will "set the pace of service" as an example to all employees. They will be proactive (not reactive) to member needs and have a high degree of integrity.

Potential candidates will possess all the requisite skills, leadership qualities and personal traits suited for a high-level private club environment. A friendly, polished and outgoing personality is a must, as is a strong working knowledge of first-class, high-end Food and Beverage service and management. They will be an excellent communicator who drives the service culture of the team while delivering exceptional service as a standard.

Responsibilities

- Directly supervises all Food & Beverage activities as well as oversees the planning and execution of all Club and member-sponsored private events.
- Ensures proper staffing and schedules in all F&B venues.
- Formalizes the training programs for new employees, ongoing training of current staff, and builds a strong and positive culture within the service staff.
- Assures that member/guest satisfaction standards are consistently attained.
- Responsible for the Club's point of sale system and the training of staff to properly utilize the system.
- Through the supervision of the executive chef and culinary staff, ensures appropriate menu creation equals the quality and consistency of the food offerings.
- Maintains records of special events and a la carte covers and makes sure all billing is entered into the accounting system correctly.
- Plans and coordinates training and professional development programs for themself and Club personnel.

- Conducts training and other meetings with department staff, especially concerning dining room operations and food preparation.
- Responsible for the monitoring of all sales reports to recognize trends and concerns.
- Monitors labor; ensures payroll procedures are timely and accurate, and evaluates scheduled and actual labor hours and costs.
- Helps to develop new Club events and creative ways of marketing them.
- Works with Golf, Greens, and Pool to make sure everyone is aware of special events and collaboration is maximized.
- Interacts with members answering questions, solving problems, overseeing services and ensuring cleanliness to assure maximum member satisfaction.
- Receives and resolves complaints from Club members, guests and employees.
- Participate in daily facility inspections throughout the Club to ensure cleanliness, maintenance, safety and other standards are consistently attained.
- Attends management and staff meetings as scheduled.
- Undertakes special projects as requested by the Assistant General Manager or General Manager.
- May perform clubhouse opening and closing duties, including those related to security.
- Monitors employee dress codes and member dress codes as applicable.
- Coordinate with the appropriate committees, the management team and staff to maximize service levels and to ensure excellence in the member and guest experience.
- Oversee preparation of the annual budget for the Food and Beverage Department, incorporating input from the AGM and GM and the House committee, where appropriate.
- Monitor financial reports/statements on a daily, weekly and monthly basis and take effective corrective action when necessary.
- All other duties and tasks as required.

Skills, Background & Personality

- A polished, professional, and proactive leader with a hands-on, service-driven mindset, who works calmly and professionally, even handling stressful occurrences.
- Strong interpersonal and communication skills with the ability to engage across all levels of the Club—from staff to senior leadership to members.
- Ability to inspire, train, and manage large service teams in both fine and casual dining environments.
- Culinary background and education would be a plus.
- A forward-thinking innovator who brings fresh ideas to enhance programming, menus and service offerings.

Qualifications

- Bachelor’s degree in Hotel/Restaurant Management, Business or a related field, and experience that provides the required skills and knowledge. In lieu of a degree, substantial experience in a club or hospitality setting will be considered.
- Strong knowledge of Food & Beverage, Banquet & Catering, club events and wine knowledge, with culinary experience or education being a plus.
- Excellent leadership, communication and interpersonal skills. Ability to work in a team environment as well as independently.
- Strong organizational skills, paying attention to details and multitasking abilities.

- A career path marked with stability and professional achievement.
- A person of exceptional character and social etiquette; motivated, energetic, friendly and dedicated to the profession.
- Excellent verbal and written skills. Experience using various forms of social media as a marketing tool.
- The ability to operate a computer to enter, retrieve or modify data utilizing Microsoft Word, Excel, Outlook, PowerPoint, email, internet, and other software programs at a high level of proficiency. Knowledge of Colbalt Software POS & Programming would be considered a plus, but experience in any club industry software is preferred.
- The role requires extended hours, including evenings and weekends, especially during peak season. Available to work a flexible schedule, which includes nights and weekends.
- Impeccable and verifiable references. All candidates are subject to a thorough background check.
- CMAA membership is desirable, with a CCM designation being a plus.

Competitive Compensation

- Salary is commensurate with qualifications and experience. Park Meadows Country Club offers an excellent benefits package, including:
- Medical, dental, vision, life, and disability insurance
- 401(k) retirement plan
- Continuing education opportunities, including CMAA reimbursement potential
- Bonus potential
- Some limited Club usage is available when appropriate and practical

To be Considered

PLEASE SUBMIT A COVER LETTER AND RESUME BEFORE **SEPTEMBER 20, 2025**.
A complete background check will be conducted on candidates. Professionals who meet or exceed the established criteria are encouraged to contact:

David Robinson, CCM
Principal

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