



Roaring Fork Club CAREER OPPORTUNITIES: **Bar Manager**

- Terms:** Full-time, Year-round
- Salary:** \$40-50/hour depending on experience and skill set
- Reports to:** Director of Food & Beverage
- About us:** Join our team of elite service professionals that are passionate about taking care of our membership & their guests. Thinking ahead is our specialty and providing an exceptional experience in all interactions is our goal.
- About the role:** The Bar Manager shall be responsible for management of staff and operations of the Club's food & beverage bar areas at the Lodge and all seasonal outlets. They understand that maintaining a high level of service and visibility to assure that the wants and needs of the Club's members and guests are consistently exceeded is extremely important. They shall be responsible for scheduling and supervising employees, assisting with hiring staff, maintaining vendor relationships, managing customer complaints, and ensuring the bar remains stocked and inviting. The Bar Manager has the responsibility to maintain liquor licensing and ensure that staff is following local regulations.
- Responsibilities:**
- ➔ Directly oversee all bar personnel. Train, supervise, and counsel bar staff to ensure outstanding performance and efficient operations of the Club's bar outlets, and special events. Responsible for the implementation and maintenance of training plans to ensure high quality presentation and level of service within the department.
 - ➔ Assists with special functions and private parties in food and beverage outlets. Works with food & beverage managers and others to ensure efficient beverage service in all the Club's outlets for special functions.
 - ➔ Maintains an adequate supply of liquors, wines, beer, etc., through use of an effective inventory management system and developing/maintaining excellent relationships with preferred vendors of the Club and ensure adherence to policies and regulations.
 - ➔ Responsible for the Club's day-to-day beverage program, including maintenance of the beverage lists, menus, and inventories. Enforce Club policies as it relates to beverage service and control.
 - ➔ Interact positively with members and assist in solving problems to the satisfaction of involved parties. Facilitate communications with all departments to ensure Members' needs are met.
 - ➔ Develop and implement departmental standards with supervisory team to ensure Club service is held in high standards, making them representatives of one of the finest clubs in the country. Help to implement and provide continued safety training such as SERV Safe, TIPS, and First Aid/CPR to appropriate staff members.
 - ➔ Develops standard operating procedures to help assure that the bar is set up and operated efficiently.
 - ➔ Work closely with housekeeping, maintenance, and other departments to coordinate the appropriate and timely set up of all functions and meetings while maintaining standards of food, beverage, and event specifications.
 - ➔ Interact with all departments and staff to ensure they are familiar with the menus and beverages being served. Provide POS training as needed.
 - ➔ Inspect to ensure all safety, sanitation, energy management, preventive maintenance and other standards are in place and consistently met within the bar outlet areas. Assure all standard operating procedures for revenue and cost control are in place and consistently utilized.

- ➔ Provide direct service to members as needed, including, but not limited to, serving tables, bussing tables, seating guests and general cleaning duties.
- ➔ Participate in food, beverage, China, glassware, silverware, and linen inventories regularly.
- ➔ Attend all department and Club meetings as requested.

Requirements:

- ➔ At least 3 years of experience working behind a free-standing bar or within a restaurant as a bartender.
- ➔ Previous Bar Management preferred.
- ➔ Must be able to speak, read, write, and understand English.
- ➔ High school diploma or equivalent.
- ➔ An understanding of the club and/or hospitality industry is a strong asset.
- ➔ Attention to detail and ability to multi-task and maintain a professional demeanor.
- ➔ Excellent communication skills and the ability to assist and work well with other team members.
- ➔ Learn and retain member's names and personal preferences.

Professional Demeanor:

- ➔ Conduct themselves in a manner that reflects a positive, professional image.
- ➔ Adhere to personal grooming and uniform standards as per Roaring Fork Club policies.
- ➔ Demonstrate knowledge of all emergency procedures.
- ➔ Follow set work schedules and specified job duties.
- ➔ Treat each Team Member with care, dignity, fairness, respect and recognition in a manner consistent with the Roaring Fork Club Team culture.
- ➔ Displays and encourages teamwork in the department.
- ➔ Communicate on a consistent basis with all managers, keeping them abreast of all department activities.
- ➔ Participate in daily Team Member Huddles and pre-shift meetings. View the Human Resources communication boards for pertinent information.

Benefits:

- ➔ Employer-paid health, vision & dental insurance plans
- ➔ 401(k) & 401(k) matching
- ➔ Employer-paid life & LT disability insurance
- ➔ Employee assistance program
- ➔ Flexible spending account (FSA) option
- ➔ Generous Paid-Time-Off (accrual from hire date)
- ➔ Career Development Training and potential for tuition reimbursement
- ➔ Seasonal employee meals
- ➔ Discounted ski pass with optional payroll deductions

Submit an application at [RoaringForkClub.com/Career Opportunities](https://RoaringForkClub.com/Career_Opportunities)