



## WEST VANCOUVER YACHT CLUB

### **Job Description: Food and Beverage Manager**

**Location:** West Vancouver, BC

**Salary Budget:** \$65,000 - \$85,000 (depending on experience & qualifications)

**Reports to:** General Manager

The West Vancouver Yacht Club (WVYC) is one of Canada's premier yacht clubs, offering an exceptional member experience across boating, dining, social, and youth programs. With over \$30 million in capital assets and a strong volunteer spirit, WVYC prides itself on its vibrant community, stunning waterfront facilities, and leadership in marine recreation.

The WVYC is seeking a strategic, results-oriented Food & Beverage (F&B) Manager to join its senior leadership team. This pivotal role oversees the Club's dining, bar, and catering operations, ensuring outstanding member experiences while driving operational excellence, cost control, and sustainable growth. The ideal candidate will be a proven leader in hospitality with expertise in financial management and high-performance team leadership.

### **Key Responsibilities**

#### **Leadership & Change Management**

- Lead, inspire, and mentor the F&B team to achieve service excellence and accountability.
- Foster a culture of collaboration, adaptability, and continuous improvement.
- Drive change management initiatives to modernize operations, enhance member experiences, and align services with the Club's long-term strategy.
- Champion staff development through coaching, training, and succession planning.

#### **Food & Beverage Operations**

- Oversee all clubhouse dining and bar operations, ensuring consistently high quality, service, and presentation.
- Lead cross-functional planning with F&B, Communications, Operations, and Member groups to deliver exceptional dining and event experiences while enhancing visibility and member engagement.
- Implement and maintain standard operating procedures for service, safety, and compliance.

## **Financial & Business Management**

- Develop and manage the annual F&B budget, including revenue targets, cost of goods, and labour costs.
- Monitor and analyze key performance indicators (e.g., beverage cost %, labour cost %, profitability) and adjust operations accordingly.
- Implement cost-control measures and labour scheduling strategies to maximize efficiency without compromising service quality.
- Lead forecasting, pricing, and inventory management to ensure fiscal responsibility and sustainability.
- Build and maintain strategic supplier partnerships to support operational excellence and enhance member satisfaction.

## **Member & Guest Experience**

- Champion a member-first culture, ensuring warm, personalized, and engaging experiences.
- Work collaboratively with the GM to craft engaging member events that appeal to membership demographics.
- Actively engage with members to gather feedback and continuously improve offerings.
- Ensure that all F&B operations reinforce WVYC's reputation for excellence in private club hospitality.

## **Event & Catering Leadership**

- Provide oversight to the team to execute weddings, corporate functions, and member events at the highest service standards.
- Optimize catering profitability while balancing member accessibility and club values. Build strong relationships with members and external clients to promote F&B offerings.

## **Qualifications**

- 5+ years of progressive leadership in F&B or hospitality, with a proven record in financial management and change leadership.
- Experience in private clubs, luxury resorts, or premium hospitality environments strongly preferred.
- Demonstrated success in managing beverage and labour costs while improving profitability.
- Exceptional leadership and people management skills with a hands-on, approachable style.
- Strong project management and organizational skills; adept at leading change in dynamic environments.
- Technologically proficient in modern POS, labour management, and financial reporting systems.
- Excellent communication, interpersonal, and relationship-building skills.
- Flexibility to work evenings, weekends, and holidays as required.

## **Why Join the West Vancouver Yacht Club?**

WVYC offers a unique opportunity to lead within a prestigious and engaged community. As Food & Beverage Manager, you will play a critical role in shaping the future of the Club's hospitality, driving financial success, and leading a high-performing team to deliver memorable member experiences.