

CLUB DETAILS



Piney Branch Golf Club

5301 Trenton Mill Road
Upperco, MD 21155

Age of Club	Number of Members	Average Age of Members	Club Ownership
60	432	53	Member-Owned
Gross Dollar Volume	Annual Dues Volume	Annual Food Sales	Annual Beverage Sales
\$4,376,000.00	\$2,000,000.00	\$760,000.00	\$335,000.00

Golf Facilities

- 18 hole course, par 71, designed by Ed Ault

Dining Facilities

- 1 Casual Dining Room that seats 80
- 1 Outside Patio Area that seats 35
- 1 Outside Pavilion Area that seats 100
- 1 Ballroom that seats 250
- 1 Conference Room that seats 12

Special Club Features

Developed in 1964, and purchased by its members in 1997, Piney Branch Golf Club combines a championship golf course, stunning facilities and a solid membership. An elegant clubhouse includes a restaurant, executive board room, a banquet facility, golf shop and locker rooms, all designed to promote a casual yet sophisticated atmosphere. We are surrounded by over 200 acres of beautiful landscape in Northwest Baltimore County, just a short ride from Hunt Valley, Westminster, and Reisterstown. The Club will be undergoing a course renovation starting in November of 2024 to include bunkers, irrigation, and other feature upgrades throughout the course. The renovation will be completed in two phases, both during the offseason. The renovation will be led by Golf Course Architect, Joel Wieman. For more information about the facility please visit the Club's web site at <http://www.pineybranchgolf.com>.

The Club is open 6 days per week, 10 months per year. The golf course is open year-round.

JOB DETAILS

Date Posted

01/05/2024

Job Title

Manager

Brief Job Description

Position

Club Manager

Position Description

Piney Branch Golf Club is searching for a Clubhouse Manager who would be responsible for all food and beverage production and service for the club. The Clubhouse Manager will work closely with the General Manager and is responsible for all operations within the clubhouse facility. This professional would directly supervise the Banquet and Events Coordinator, the Executive Chef and all restaurant staff members. Additionally, the Clubhouse Manager oversees the maintenance and housekeeping staff as well as the general operation of the beverage cart. He/She hires, trains and supervises staff to assure that the wants and needs of club members and guests are consistently exceeded.

Job Tasks (Duties)

- Provide exceptional service to all members and guests.
- Manages the entire food & beverage operation to include the Dining Room, Kitchen, Grill Room, Outside Dining areas, Banquets, and Beverage Cart.
- Plans and implements good service with variety and innovation, establishing the Club's reputation for high quality, creative food service.
- Plans, schedules, communicates and executes special events for members on a monthly basis.
- Manages all catering events including planning, marketing, and overseeing.
- Ensures scheduling of his/her various staffs in the most cost effective way to accomplish necessary work. Monitors and controls departmental costs, especially payroll.
- Controls food cost through constant monitoring. Works with Kitchen staff to ensure standardized recipes, portion control and proper control of food stocks.
- In conjunction with Chef, plans, costs and prices menus.
- Develops an operating budget for each of the department's revenue outlets; after approval, monitors and takes corrective action as necessary to assure that the budget's sales and cost goals are attained.
- Assures that effective orientation and training for new staff and professional development activities for experienced staff are implemented.
- Assists the General Manager in developing/implementing long-range and annual plans, operating reports, forecasts and budgets.
- Maintains contact with members and helps assure maximum membership satisfaction.
- Establishes and maintains effective communication with departmental staff, other departments and management. Works together with club department heads to develop a team-like approach to operating the club where a major emphasis is placed on problem discovery and solution.

Candidate Qualifications

Background Experience

- Minimum of three years of experience in private club food and beverage management.
- Strong member service skills.
- Demonstrated ability to recruit, hire, train and motivate a highly successful team.
- Excellent communication skills (written & verbal)
- POS management (Jonas emphasis)
- Thorough knowledge of the proper procedures and techniques of food & beverage, formal a la carte and banquet service
- Self-starter who needs minimal supervision.

Educational Requirements

College Degree preferred with an emphasis in hospitality management

Date Position Available

January, 2024

Other Benefits

Compensation/Benefits

A competitive total compensation package will be developed for the successful candidate commensurate with experience and qualifications. Compensation/Benefits to include:

- Salary
- Annual Bonus
- Health and Dental coverage
- Annual PTO and Sick Leave
- CMAA and Local Association Dues
- 401K Retirement contribution (up to 4%)
- Education allowance

Please send resumes to:

Mr. Scott Wunder
General Manager/Golf Course Superintendent
5301 Trenton Mill Road
Upperco, MD 21155
PHONE: 443-507-4184
scott.wunder@pineybranchgolf.com

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