



Horseshoe Bay Golf Club - Egg Harbor, Wisconsin Bar Manager

Horseshoe Bay Golf Club is a unique 24-year-old private golf club positioned right in the heart of the historic Door Peninsula, in beautiful Northeastern Wisconsin. With 53 beaches spanning wide-open sand dunes and rare limestone shores, nearly 300 miles of shoreline, Door County is renowned for some of the most beautiful beaches in Wisconsin and the Midwest at large. Nestled in the Town of Egg Harbor, Horseshoe Bay Golf Club offers golf, dining, swimming, and other activities on a seasonal basis. The membership of 656 is active in all areas of the club and is diverse in its background as they come to us from all over the country, but all have strong ties to the Midwest.

Since 2000, this individually owned Golf Club has provided Door County vacationers and residents the private club experience. Club membership is currently full, with a membership count of 656 with 225 as social members representing over 20 states. At the height of the season Horseshoe Bay Golf Club employs around 110 staff members. Horseshoe Bay is a seasonal club, open from May through October for golf and May through December for Food & Beverage. Club revenues of over \$7.5 M with approximately 18,000 rounds and annual food and beverage revenues of more than \$1.9 M. Member dining generates 75% of total food and beverage revenues. The F&B Operation is open 6 days per week from May through October and has limited dining, 3 days per week, in November and December.

The Club recently completed a \$7.5 M Clubhouse remodel in 2023 to sustain membership growth with proper sized facilities; right sizing the kitchen capacity for our food service demand, increasing capacity for indoor casual dining by reimagining the main dining facility, providing additional outdoor covered dining under a fixed structure on the north end of the property, adding administration offices and private meeting space, and increasing main level storage to improve operating efficiencies. The Club currently is in the development stage of creating an employee housing community on property in addition to its off-property offerings with intention to break ground March of 2025. This initiative aims to provide convenient and affordable housing options for college interns, J-1 Visa students, and seasonal professional staff enhancing employee satisfaction and retention.

About the Position

The Bar Manager will work with the Assistant Food & Beverage Manager to oversee the day-to-day operations of the clubhouse. The Bar Manager will work to see that high standards of service are being upheld within the bar. The Bar Manager will take a leadership role managing the bar staff and handle training of staff. Excellent written and verbal communication skills will be used on a daily basis to communicate with the membership, owners, public and staff.

The Bar Manager ensures a high standard of appearance, hospitality and service in personnel and cleanliness of bar. Ensures timeliness of beverage staff. Monitors inventory levels. Supervises and trains bar staff. Develop and implement programs to increase revenue through repeat business and higher check averages.

Job Tasks & Duties:

- Assists in developing wine and beer lists and beverage promotions
- Develops drink specials and recipes
- Trains bar staff to properly make all drinks and maintain consistency of beverages while training staff
- Ensures all work areas throughout the restaurant are clean, stocked, secure and well maintained
- May serve as club's manager on duty
- Keeps current with changing member preferences and industry trends to relative to beverage operation
- Assists Assistant Food & Beverage Manager in scheduling bar staff
- Manages beverage transfers between Member's Clubhouse and other departments
- Assists Assistant Food & Beverage Manager with monthly wine, liquor and service training
- Places weekly ordering of liquor, beer, and wine with assistance from management team
- Assists with pricing, coding, and tracking of all bar inventory
- Ensure staff is following operating and closing procedures, holding staff accountable
- Performs monthly inventory with Assistant Food & Beverage Manager
- Maintains bar manuals such as ordering guide, cocktail build book, etc.,
- This is a hybrid managerial position. The Bar Manager will be required to work 3-4 shifts a week behind the bar.

Candidate Qualifications

Knowledge of fine dining trends and execution is critical. Serve-Safe, First Aid, and AED certifications must be completed within the first six (6) months of employment. Experience in the private club industry is a plus but not required. Management experience required. Bar Manager will have the ability to foster and work within a cooperative fast paced environment. Skills in organizing resources and establishing priorities are a must. Appropriate personal presence with a desire and ability to interact effectively with members, guests and staff. The ability to adapt to surroundings and manage staff accordingly. The willingness, flexibility and availability to work extended hours, including weekends, evenings and holidays. Well-rounded problem-solving skills with a solution-oriented mindset.

Physical Requirements

Bar Manager is an active position which requires the individual to work while standing for long periods of time.

The Bar Manager must be able to:

- Work while standing and walking for up to six (6) hours.
- Ability to stand for extended periods of time; ability to tolerate all seasonal weather conditions within indoor & outdoor activity.
- Bend and lift up to 30 pounds Carry, push and pull objects of up to 30 pounds.
- Walk up and down stairs while carrying tools, equipment and supplies up to 30 pounds.
- Walk in an environment involving some exposure to hazards or physical risks, which require following basic safety precautions.
- Read, hear, and speak English to follow instructions, recipes, and safety manuals.

Date Position Available

Immediately

Salary and Benefits

This position offers a competitive annual salary of \$40,000 to \$50,000, commensurate with experience and qualifications; annual gratuity potential of \$15,000 - \$20,000; incentive compensation program, and an excellent benefit package which includes medical, dental, vision, life insurance, short-term disability, Safe Harbor 401K, paid time off, meal allowance, and more.

Please send resumes to:

Please submit your resumes and cover letters to Assistant Food & Beverage Manager, Fernanda Ramos at framos@horseshoebaygolfclub.net or mail to:

Fernanda Ramos
Assistant Food & Beverage Manager
5335 Horseshoe Bay Rd.
Egg Harbor, Wisconsin 54209