



Full-Time Employment Opportunity

EXECUTIVE CHEF and FOOD & BEVERAGE DIRECTOR Ramah Darom, Inc.

Position Summary: This senior role oversees Ramah Darom's food & beverage operations on our beautiful campus in the North Georgia mountains (Clayton, GA – approximately 90 minutes north of Atlanta). This key role plans, organizes, directs, controls and evaluates all food and beverage operations year-round including summer camp, retreats and campus rentals. This role oversees menu planning, acquisitions, preparation and cooking of food, budgetary planning and directs both kitchen and dining room staff.

This is an ideal opportunity for an experienced Chef who enjoys the outdoors and is looking for a role that provides plenty of downtime. The nature of Ramah Darom's business is that there are times when our campus is occupied for several consecutive weeks, and other times when there may be no guests on campus for multiple days or weeks.

In addition to competitive salary and benefits and a generous schedule of time off (including all major Jewish holidays in addition to legal holidays), Ramah Darom offers year-round housing for this role in a fully furnished home adjacent to our campus. Ramah Darom also offers medical and dental coverage and annual contributions to a 403(b) retirement plan.

Reports to: General Manager

Accountable to: Director, Camp Ramah Darom
Director, Kaplan Mitchell Retreat Center

Supervises: Sous Chef
Kitchen and Dining Room Staff

About Ramah Darom: Ramah Darom is a non-profit Jewish organization that operates a 185-acre campus in the breathtaking North Georgia mountains. Our campus is home to a summer camp that serves over 700 campers from across the southeast; a slate of almost a dozen weekend retreats throughout the year where families come together for outdoor fun and Jewish programming; and in addition, our gorgeous facility is rented by over thirty groups each year for corporate retreats, getaways and other cultural programs.

Key Responsibilities:

1. Oversees all kitchen and dining room staff in the preparation and delivery of food services. Recruits, hires, trains, manages, directs, coordinates and evaluates staff. Establishes standards for personnel performance and customer service.
2. Plans menus, orders food and supplies. Maintains inventory and production records, including labor and food cost information for each event.
3. Ensures meals are nutritious, kosher, consistent with the standards of Ramah Darom, and well presented. Maintains Ramah Darom's reputation for quality. Monitors customer satisfaction and continually adjusts to maintain quality.

4. Prepares annual budgets and event budgets including food, beverage, small ware, equipment and labor costs. Manages food service operation within budgetary targets. Manages labor costs and monitors and submits payroll records.
5. Collaborates with Retreat Center Director in estimating food, beverage and labor costs and establishing pricing. Communicates directly with clients to customize and price special menus on request and collaborates with outside vendors engaged to assist with special events, i.e. Passover, in meeting operational and financial goals.
6. Accountable for ensuring that kitchen equipment is maintained in proper working order, and that all routine and periodic maintenance is performed in a timely manner. Arranges for maintenance services and repairs. Maintains equipment inventory records, including small wares.
7. Negotiates with food and beverage suppliers and purchases cost-effectively. Estimates food and beverage requirements for each event and purchases appropriate quantities to provide for the event.
8. Ensures that all legal requirements and applicable health and safety standards are strictly complied with in the preparation and delivery of food services. Maintains all documentation for compliance with governmental and accrediting body standards and requirements.
9. Communicates with General Manager and other campus staff on an ongoing basis to ensure that the facilities and services are coordinated to meet client expectations.
10. Represents Camp Ramah Darom and The Kaplan Mitchell Retreat and Conference Center in a positive, professional manner, and communicates effectively with clients, staff and volunteers.

Qualifications:

- Proven experience and success as an Executive Chef, Catering Manager or equivalent. Advanced cooking skills and knowledge of cooking techniques. Passion for good food and customer satisfaction. Previous experience working in a kosher kitchen an asset but not a requirement
- Experience in selecting, training, managing and directing personnel.
- Skill and experience in financial management, including the preparation and management of budgets, cost management and inventory control.
- Knowledge of food production and processing, quality control, and techniques for cost-effective operation of food services.
- Knowledge of relevant safety standards and legal requirements related to the delivery of food services. Certification in ServSafe or equivalent.
- Knowledge of software tools such as Excel and Word. Ability to prepare and utilize data and reports to manage operations effectively.
- Ability to think critically and use logic and reason to assess alternative solutions, conclusions or approaches to problems.
- Ability to work collaboratively with others in a team environment, to listen and to communicate respectfully and effectively with others.

**Interested candidates should email their resume to wlevitt@ramahdarom.org before June 15, 2021.
For more information about Ramah Darom, visit RamahDarom.org**

All qualified applicants will receive consideration for employment without regard to race, color, gender identity or expression, age, religion, height, weight, AIDS/HIV status, intellectual disability, mental disability, physical disability, including but not limited to blindness, unless it is shown that such disability prevents performance of the work involved, medical condition, handicap, national origin, ancestry, sexual orientation, marital status, domestic partnership status, parental status, military status, veteran or military discharge status, source of income or housing status or any other status protected by applicable law.