



Restaurant Sous Chef
The University Club of Chicago
www.ucco.com

About The Club: Established in 1887 by university graduates who wanted a special place where they could enjoy intellectual pursuits, the University Club of Chicago was founded for the purpose of fostering an appreciation of literature and the arts. College or university graduation remains the basic requirement for membership, and within the membership nearly every business and profession is represented.

While maintaining long standing traditions the club continues to evolve, improving standards, adding added new venues and services. Recent renovations include the additions of the Parliament Room and Living Rooms, Upscale, Comfortable, polished Casual with city center standards. These new restaurants create the need for an experience Sous Chef to lead a la carte services

<https://www.youtube.com/channel/UCKrLyQoHOvIo0fw5QcXdepw/>



About Club Culinary: The University Club of Chicago's is a food destination Food and Beverage operations are directed by Mark Baker, Executive Chef/Director of Food and Beverage. Chef Baker joined the Club in 2002, after a career storied career with the Four Seasons Hotel Group, NA. He is internationally recognized from his experiences leading properties in Washington D.C., Vancouver, Boston and Chicago. Along the way, Baker has earned accolades for his personal, expressive and contemporary style of cooking –French based in technique with modern sensibility and market seasonality – interesting, yet not eclectic, focus on freshness and flavors.

Chef Baker high standards are delivered in all food and beverage experiences impeccably delivered at the club.

Position Summary: The Sous Chef is expected to be a leader, one who works closely with all culinary and food service personnel assuring food standards are maintained in the Club's new Parliament Room and Living Room outlets. She/he will set a positive example and tone for all other team members of professionalism, proper cooking technique, flavor evaluation, punctuality, and proper mise en place. Strict attention to culinary details, sanitation, organization, staffing levels and enforcing Club/Kitchen standards are core yet basic requirements.

The Sous Chef shall work closely with the Executive Sous Chef and Executive Chef and be responsible for overseeing, assisting and supervising preparation, production, and service of all a la carte service in the Parliament Room and Living Room restaurants. The Sous Chef shall also foster and promote the company's culture, mission and philosophy. In the absence of the Executive Sous Chef will assume additional duties and responsibilities as required. It is important to act as a team leader, motivating for both FOH and BOH teams, thus strong interpersonal skills, a clear communicator, and being part of something bigger that self are essential qualities.

Primary Functions, Duties and Expectations:

- Works in partnership with Executive Chef and Executive Sous Chef advancing standards, menu evolution, and overall standards.
- Actively involved in day to day production demonstrating a hands-on approach to staff.
- With presence, is accessible to culinary team members, inspecting standards and mentoring team members to grow to full potential.
- Maintains highest quality standards at all times in service operation
- Demonstrates a working knowledge of all stations and ability to assist at any time
- Expedites service flow on outlet service lines, assisting or filling in when needed
- Coaches, Trains and Mentors line personnel.
- Attends and complements daily line-ups discussing Menus, Features, Ingredients and Production Details.
- Demonstrates and cultivates professional attitude and demeanor toward all club members; Demonstrates personal responsibility for all member requests and/or special needs.

Summary: Ideal candidate is grounded, down to earth and relates well to everyone. Has experiences in culturally diverse kitchens with understanding of Culinary Spanish. Hands on work ethic – this is a work positions with management responsibility. Strong sense of character and ethics. Solid culinary skills that can be enhanced by working in a program like ours that emphasizes the caliber and quality of the member experience at all times.

Interested?

Work with DMA, a team of proven culinary professionals to help advance your career. Upload your resume, which may also include a cover letter and supporting information including menu examples, pictures, personal website, etc. **Click Here**

Contact **Bill, Dan or David to make application and forward your qualifications.**

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Notes / Job Description & Menus Follow

University Club of Chicago
Job Description

Job Title: Sous Chef
Reports To: Executive Sous Chef
Department: Kitchen

Job Summary

- Essentially responsible for effective operation of kitchen and staff in regards to food production and service in conjunction with peer managers, subordinates and superiors in a professional atmosphere that ensures total member satisfaction balanced with fiscal responsibility

Essential Job Functions

- Effectively manages day to day operations ensuring that all staff members follow work schedules, break periods and manages use of staff resources
- Ensures that cooks are understanding of daily tasks, accomplishing necessary job duties in a timely manner and maintaining productivity at all times
- Ensures that staff works and maintains a team oriented approach at all times
- Ensures absolute quality of product through personal inspection, tasting and ongoing demonstration of cooking methods and procedures
- Communicates on an ongoing basis operational needs and expectations
- Responsible for overall cleanliness and sanitation of kitchen areas including reachins, walkins and other such areas
- Actively involved in day to day production demonstrating a hands on approach to staff
- Assists in planning and assigning work and job tasks to ensure smooth operation of kitchen
- Coordinates with other sous chefs service of banquet events
- Provides training, supervision and a positive role model to all employees
- Expedites service flow on outlet service lines, assisting or filling in when needed
- Maintains highest quality standards at all times in service operation
- Demonstrates a working knowledge of all stations and ability to assist at any time
- Ensures proper storage, rotation and timely use of product to avoid waste of such
- Communicates regularly with staff in terms of daily feedback, operational issues or other information
- Works closely, professionally and courteously with all front of house and support staff
- Participates and contributes to required meetings
- Monitors and regulates overtime as necessary
- Performs any additional duties as required

Employment and Environmental Policies

- Ensures and encourages safety in the workplace
- Reports, investigate and rectifies any workplace hazards or safety conditions
- Ensures any repair or engineering concerns are addressed and remedied
- Ensures all club policies are followed and in place as set forth by employee handbook
- Ensures all club procedures are followed and adhered to

Administrative Skills

- Demonstrates sound time management skills
- Demonstrates sound organizational skills
- Ensures proactive approach in regards to product and operational needs

Employee Relations

- Establishes and maintains positive employee relations, encourages teamwork among all departments and actively motivates staff
- Has working knowledge of all club policies and procedures, ensuring consistent application of such
- Participates in ongoing training efforts of new and current employees
- Assists in employee performance appraisals
- Understands disciplinary procedures and demonstrates the ability to coach and counsel effectively
- Maintains open and clear communication within department and club

Member Relations

- Ensures that member food service operations consistently meet or exceed expectations
- Demonstrates and cultivates professional attitude and demeanor toward all club members
- Demonstrates personal responsibility for all member requests or needs

Opening Sous Chef Check List

- Ensures all coolers and equipment is operating properly
- Ensures all staff arrives to work in uniform and on time, noting exceptions and preparing documentation for such
- Ensures any morning breakfasts are prepared and serviced in a timely manner
- Ensures that morning ala carte breakfast service operates without incident and lends assistance when needed
- Ensures that staff cafeteria cook has necessary product and understands menu needs
- Ensures cleanliness of staff cafeteria and that service is available no later than 10:30
- Ensures morning cooks understands specials, prep lists and other daily occurrences
- Butchers product for Grill lunch line, Gallery dinner and Cathedral Hall dinner service according to current menus
- Ensures production of chicken stock, veal fond, as well as daily and recurring soups
- Ensures daily order of seafood from Wabash Seafood, for all menus including daily specials and banquets
- Ensures daily order of poultry needs from Anmar Supply and ensures banquet needs are met
- Assists in production and butchering for banquet events and ensures ready supply of cleaned chicken for outlet use
- Coordinates College Hall daily menu and notes any changes by communicating to Amy DiSanto at 222
- Oversees daily morning garde manger crew, reviewing daily tasks and assisting as needed
- Assists in member outlets during service as needed
- Ensures cleanliness and organization of fish cooler, garde manger and production walkins on a daily basis
- Assists in writing of daily specials, College Hall and cafeteria menus
- Participates in special and member events as needed