

EXECUTIVE CHEF PROFILE: THE AQUIDNECK CLUB PORTSMOUTH, RI

THE EXECUTIVE CHEF OPPORTUNITY AT THE AQUIDNECK CLUB

The Aquidneck Club, nestled along the shores of Narragansett Bay in Newport County, Rhode Island, is seeking a new Executive Chef to lead its distinguished culinary program. The Club serves as a sanctuary where Members relax, connect, and celebrate life by the water, with dining at the heart of that experience. Showcasing the bounty of coastal Rhode Island, the Club's cuisine blends traditional and regional Contemporary American flavors with creativity and refinement. The ideal Executive Chef will bring strong operational, organizational, and leadership skills, along with genuine enthusiasm and a passion for hospitality. This hands-on, visible leader will engage regularly with Members, inspire and develop a talented culinary team, and collaborate closely with fellow managers and Club Committees. Balancing product innovation, quality execution, sound budgeting, and thoughtful team development, the Executive Chef will play a pivotal role in shaping the Club's intimate, personalized dining experiences and upholding The Aquidneck Club's enduring standard of excellence.

[Click here to view a brief video about this opportunity.](#)

THE AQUIDNECK CLUB OVERVIEW

Nestled along the scenic shores of Narragansett Bay, The Aquidneck Club is a private coastal retreat that captures the essence of New England charm and sophistication. Spanning over 300 acres in the heart of Newport County, the club provides a sanctuary where members can relax, connect, and celebrate life by the water. The club's amenities mirror a seamless blend of luxury and leisure. Members enjoy an 18-hole championship golf course, all-grass practice facilities, Har-Tru tennis courts, a heated saltwater pool, and a state-of-the-art fitness and wellness center. The 41-slip marina further enhances the club's diverse recreational offerings, creating endless opportunities for adventure and relaxation.

Dining at The Aquidneck Club celebrates coastal living at its finest. The culinary team crafts seasonal New England cuisine with a modern American touch, paired with a curated wine list and creative cocktails. Indoor and outdoor venues provide the perfect setting for any occasion, from casual gatherings to elegant celebrations overlooking the bay. More than just a club, The Aquidneck Club is a close-knit community. Members share a passion for family, friendship, and connection, embracing an active calendar of social events, youth programs, and wellness experiences. With on-site luxury lodging, personalized service, and an inviting coastal atmosphere, the club offers a true "stay and play" lifestyle where every visit feels like a getaway.

THE AQUIDNECK CLUB BY THE NUMBERS:

- 432 Members | Average Member Age 60
- 37,000 sq ft clubhouse
- Approximate Food Volume \$1.1M | Beverage Volume \$900k
- 47% food cost (target 42%)
- 60% a la carte dining 40% catering & events
- Average 4-5 Weddings per year
- 200 Employees - 20 Kitchen Employees
- 1 Kitchen | 2000 sq ft
- 2022 Last Kitchen Renovation
- Jonas Point of Sale
- Club Operates as a 501 (c)7
- The Club is Closed Mid-December – Mid-February

THE AQUIDNECK CLUB WEBSITE: www.aquidneckclub.com

FOOD & BEVERAGE OPERATIONS

The Aquidneck Club offers a variety of dining experiences designed to complement its relaxed coastal resort setting and private club ambiance. The Main Bar, with seating for 40, serves as a welcoming hub for Members to gather and enjoy casual fare and handcrafted cocktails, and an active wine & scotch locker program. Adjacent to the bar, the Dining Room accommodates 75 guests and provides a refined yet comfortable atmosphere for lunch and dinner service, open daily from 11:00 a.m. to 9:00 p.m. in season. Extending from the main clubhouse, the Three-Season Porch offers an additional 75 seats, blending indoor comfort with scenic outdoor views, while the Outdoor Bar and Patio, with 40 seats, creates a lively al fresco and “drinks by the fire pit” option during warmer months.

For golfers, the Halfway House operates from 10:00 a.m. to 5:00 p.m. in April through October, offering convenient casual fare and grab-and-go selections, while the Pool area, with 30 seats and service from 11:00 a.m. to 6:00 p.m., provides a relaxed, family-friendly setting for light bites and refreshing beverages throughout the summer season. Menus emphasize healthy eating through thoughtful portion sizes, fresh ingredients, along with Member favorites, while customization and careful attention to allergies and dietary restrictions ensure every Member dines with confidence. Club favorites include traditional favorites along with New England Classics such as Clam Chowder, Lobster rolls, and stuffed Quahog’s. The Club hosts a variety of annual events, the largest of which is the Independence Day celebration, welcoming upwards of 700 attendees across three locations, one of which is dedicated exclusively to families.

ORGANIZATIONAL STRUCTURE

The Aquidneck Club operates under the General Manager/COO organizational structure. The Executive Chef reports directly to the Clubhouse Manager and is part of the Executive team. The kitchen staff totals approximately 20 team members, including three sous chefs who report directly to the Chef and approximately 20 culinary employees. The Chef will work in collaboration with the F&B Team and will sit on the club’s House Committee.

EXECUTIVE CHEF POSITION OVERVIEW

Leadership

- Be a collaborative team player who is willing to be “hands on” when necessary but understands when to step back and lead the team.
- Be an active and dynamic recruiter of team members and someone who inherently enjoys developing and building his/her team and leading them to significant, positive Membership satisfaction outcomes.
- Have a passion and aptitude for teaching and training for all food service personnel, working, as necessary, with the staff directly responsible for operations.
- Be a focused and consistent evaluator of personnel, ensuring that standards of conduct and delivery are met; this includes oversight of high standards of appearance, hospitality, service, and cleanliness of the kitchen facilities.
- Conduct and/or oversee training programs for food service personnel on various issues, including service techniques, knowledge of menu items and daily specials, sanitation, team building, and conflict resolution; regularly test and evaluate knowledge and understanding of these expectations. These should be extensive pre-season and ongoing throughout the year.
- Work closely with the front of house food and beverage managers to assure a cohesive experience that consistently exceeds the expectations of Members and guests.
- Assist in planning and be responsible for ensuring special The Aquidneck Club events are well-conceived and executed.
- Measures performance and effectiveness of the culinary team through consistency and quality of production, minimization of waste, efficiency of labor, and achieving net profit objectives.
- Attends management, operational, and committee meetings and executes action as required.
- Engage with, observe, learn, and listen to the Members and staff. Earn Member trust by instilling confidence through continued enhanced operations, interaction, and visibility.

Operations

- Develop and maintain standard recipes and techniques for food preparation and presentation that help to assure consistent, high-quality, and minimize food costs; exercises portion control for all items served and assists in establishing menu selling prices.
- Directs ordering amounts, inventory levels, timing of orders, receiving, invoice settling, and equipment maintenance.
- Selects vendors and uses only the freshest fruits, vegetables, meats, fish, fowl, and other food products to maintain the highest standard in the preparation of all menu items.
- Evaluate food products to ensure that quality standards are consistently attained.
- Ensure that high standards of sanitation, cleanliness, and safety are always maintained throughout all kitchen areas. Establishes controls to minimize food and supply waste and theft.
- Safeguard all food-preparation employees by implementing training to increase their knowledge about safety, sanitation, and accident-prevention principles.
- Establish and maintain a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- Maintain safety training programs; manage OSHA-related aspects of kitchen safety and maintains MSDSs in an easily accessible location.

Membership

- Have a heart of hospitality, embrace, appreciate, promote, and elevate the warmth and culture of the Club.
- Be highly visible and engaged with Membership throughout the F&B outlets at The Aquidneck Club.
- Welcome, encourage, and engage in regular feedback from Members.
- Be responsive to Members' requests for menu selections, event planning, etc., and strive to find creative ways to accommodate reasonable requests with a "can-do" approach without compromising the experience for other Members.
- Consistently innovate, elevate events, and build on a core selection of the Club's favorites and signature dishes.
- Create seasonally appropriate menus that the Membership has a hard time choosing from, with regular features and specials.

Financial

- Clearly understand the metrics for successful attainment of financial goals and objectives in F&B operations and consistently reviews these expectations with his or her direct reports to ensure understanding and 'buy-in' from those contributing to their attainment.
- Plan menus for all food outlets and for special occasions and events. Schedule and coordinate the work of chefs, cooks, and other kitchen employees to ensure that food preparation is economical and technically correct.
- Consistently monitor payroll and labor resource allocations to ensure they are in line with financial forecasting and goals.
- Ensure effective and efficient staffing and scheduling for all facilities and functions while balancing financial objectives with Member satisfaction goals.
- Embrace the use of systems (including regular inventory processes) and technology to assist in the management of the kitchen and the financial performance of the operation.
- Prepare necessary data for applicable parts of the budget; project annual food, labor, and other costs and monitor actual financial results; take corrective action as necessary to help assure that financial goals are met.

INITIAL PRIORITIES

- Develop relationships with the team, both front and back of house, and embrace the culture of The Aquidneck Club.
- Be visible to Members to develop relationships and understand Member preferences and expectations.
- Provide innovative, exciting, and consistent culinary experiences for The Aquidneck Club Members and guests in both a la carte dining and Member events.
- Provide exciting and rotating specials at the key Member touch point locations and plan menus for the upcoming season.
- Train and develop the team members, evaluate skill sets, and plan the schedule and placement of the team for a successful season.
- Promote a culinary culture of fairness, teamwork, and work-life balance.

CANDIDATE QUALIFICATIONS

- Has a degree in Culinary Arts and/or other Hospitality Management focus.
- Has five years of food production and management experience in a multi-outlet food and beverage operation.
- Certified Executive Chef (CEC) certification through the American Culinary Federation (ACF) or Pro Chef II certification through the Culinary Institute of America is a plus.
- Has exceptional experience with providing high-quality a la carte dining, buffets, and multi-outlet logistics.
- Has experience in a highly seasonal environment, and knowledge of golf is a plus.
- Experienced with technology, including the POS system Jonas, and Microsoft Excel, Word, Outlook, and ADP etc.

SALARY & BENEFITS

Salary is open and commensurate with qualifications and experience. The Aquidneck Club offers an excellent bonus and benefit package, including professional development.

INSTRUCTIONS ON HOW TO APPLY

Please upload your resume and cover letter (in that order) using the link below. You should have your documents fully prepared to be attached when prompted for them during the online application process. Please be sure your image is not present on your resume or cover letter; that should be used in your LinkedIn Profile.

Prepare a thoughtful cover letter addressed to **The Aquidneck Club General Manager/COO Matthew Koons**. Clearly articulate your alignment with this role, why you want to be considered for this position at this stage of your career, and why TAC and the Portsmouth, RI area will benefit you, your family, your career, and the Club if selected.

You must apply for this role as soon as possible, but no later than Thursday, December 18th, 2025. Candidate selections will occur Late December, with the first Interviews expected in mid-January 2026 and the second interviews a short time later. The successful candidate should assume his/her role in early February 2026

IMPORTANT: Save your resume and letter in the following manner:

“Last Name, First Name - Resume” &

“Last Name, First Name - Cover Letter - Aquidneck”

(These documents should be in Word or PDF format.)

Note: Once you complete the application process for this search, you are not able to go back in and add additional documents.

[Click here](#) to upload your resume and cover letter.

If you have any questions, please email Bethany Talyor at bethany@kkandw.com

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