



**Corporation for Findlay Market  
Executive Chef, Social O.T.R.  
Position Description**

Social O.T.R., a new restaurant coming to the Findlay Market District, is bringing expanded meaning to the word “social.” Social O.T.R., is slated to open in the fall of 2018 and is operated by the Corporation for Findlay Market (CFFM). Social O.T.R. delivers on “social” in several meaningful ways.

A few communal tables throughout the space will enable patrons to meet, sit, and eat with each other, providing the opportunity to forge new friendships. Social O.T.R.’s “new American” small plates menu is designed to bring diverse flavors together in a format meant to share and reflecting the diversity of Cincinnati and the country as a whole. The kitchen will be staffed by students in CityLink Center’s Findlay Culinary Training program.

**Overview of Executive Chef, Social O.T.R.**

The Executive Chef will serve as part of the management team of Social O.T.R.. The Executive Chef must be passionate about their community, educating others in their craft, cooking, ingredient-driven food, and enjoys working in a fast-paced and supportive environment. The candidate must have an in-depth knowledge of culinary trends, traditional and advanced proper cooking techniques, recipe development, kitchen management, and training. CFFM is seeking an energetic candidate that cultivates positivity in a professional, supportive culture and is passionate about education and leading their staff.

**Responsibilities:**

Strong knowledge of operational management including, responsibility for the financial performance of the back of house, budgetary discipline, staff supervision, inventory management, food safety and sanitation regulation and SSOP, relationship building with purveyors, suppliers and local farms.

- Plan, design, and execute seasonal menus
- “Lead from the front” approach to management
- Lead BOH ensuring the vision, mission, and budget are understood and executed
- Work with management to develop, prepare, and execute effective and profitable menus and menu controls
- Ensure all BOH staff have the necessary resources and training to be successful
- Evaluate and continue culinary training started in the classroom
- Deal effectively with staff, utilizing high levels of patience, tact, empathy and diplomacy to diffuse conflict, collect accurate information and resolve conflicts
- Communicate clearly and effectively
- Establish standards, guidelines and objectives to ensure efficient operation of restaurant BOH



- Prioritize, organize and delegate work assignments
- Maintain a cohesive team and motivate staff to perform at a consistently high level
- Ensure BOH is on target with goals and objectives set forth by GM by utilizing accountability, goals and proactive decision making
- Manage, mentor and cultivate a high-performing team through coaching, training, working to build shared focus, providing measurement of results and constructive feedback
- Work to ensure the proper training and development of all staff
- Create a culture of compliance with the organization's standard operating procedures and mission
- Financial forecasting
- Meets restaurant financial objectives through forecasting; inventory control; purchasing analysis; variable analysis; initiating corrective actions.
- Execute cost control initiatives and maintain the budget
- Oversee the training and continued education of BOH staff
- Stays up-to-date on industry trends and integrates as appropriate into restaurant
- Ensure guests are attended to in a prompt, efficient and personalized manner creating a premium guest experience

#### **Education and Experience:**

- 3 years of experience as Executive Sous Chef or Chef De Cuisine, or equivalent position with responsibility for restaurant and catering of similar quality
- Degree in Hotel/Restaurant Management, Business or Culinary School or equivalent knowledge gained and developed through industry experience
- Experience opening and managing successful restaurant kitchens
- Management and leadership experience combined with proven skills
- Experience training, developing and mentoring staff
- Clear, concise written and verbal communication skills

#### **Proven ability to:**

- Develop and sell concepts and ideas to management, peers, guests and employees
- Create a calm, organized and productive environment
- Constructively confront staff with open and direct communication about performance
- Make clear and firm decisions
- Inspire staff to adhere to high standards, but continually raise the bar
- Convey and generate enthusiasm for the restaurant
- Act professionally
- Adapt and execute in a changing environment
- Demonstrate safe work habits.
- Work as an effective team member



- Execute effective conflict resolution
- Education and motivation
- Evaluate and direct financials (budget, inventory, COGS)
- Utilize operating systems
- Must have a flexible schedule: weekends, holidays and nights will be required.

#### **Physical Demands:**

- Comfortability with physical activity is required
- Ability to lift and/or move up to 25 pounds
- Ability to perform general physical activities that require considerable use of arms, legs, and moving your whole body, such as: climbing, lifting, balancing, walking, stooping, and handling of materials; Ability to bend, lean, reach and stoop without hindrance; Possess fine motor skills, stand and/or walk for long periods
- While performing the duties of this job, the employee is frequently required to sit, use hands, fingers, handle, or feel objects, tools, or controls; reach with hands and arms; climb stairs; balance; stoop, kneel or crouch; talk and hear; taste or smell
- Ability to work in an environment where exposure to unusual elements such as extreme temperatures, fumes, dirt, smoke, loud noise, and a variety of odors is common

#### **Values, Skills, Knowledge and Abilities:**

- Knowledge of organizational & management practices and budgeting & accounting principles
- Demonstrated ability to recruit, train and manage and supervise a staff team
- Skill and experience in program development and execution, coordinating activities, evaluating data and establishing priorities
- Demonstrated ability to work in a proactively diverse and inclusive organization
- Excellent, proven interpersonal, verbal and written communication skills
- Effective problem-solving and mediation skills
- Demonstrated ability to share skills and knowledge with others
- Proficiency with office computer equipment and software
- Demonstrated ability to multi-task and work in a fast-paced environment
- Proven ability to cope with conflict, stress and crisis situations
- Continual on the job learning is required
- Must be able to work some non-traditional hours, including evening and weekends

#### **Application Information:**

- Send a cover letter & resume to [info@findlaymarket.org](mailto:info@findlaymarket.org)
- Deadline to apply is Friday, June 8

The Corporation for Findlay Market is an equal opportunity employer.