



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Link's Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:
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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2025/06/13

Assistant Director Of Food And Beverage (NOC 60030)

Job ID	D5-47-99-07-6E-0F	
Web Address	https://careers.indigenous.link/viewjob?jobname=D5-47-99-07-6E-0F	
Company	Brentwood Bay Resort	
Location	Victoria, British Columbia	
Date Posted	From: 2024-09-12	To: 2025-03-11
Job	Type: Full-time	Category: Food Services
Job Start Date	December 2024	
Job Salary	\$70,000 - \$75,000 per year	
Languages	English	

Description

What we do and are proud of

At Brentwood Bay Resort, we're passionate about creating a luxurious boutique experience that's truly unique in the Greater Victoria area. Our dedication extends beyond just serving delicious meals, offering relaxing spa treatments, and providing stunning oceanfront suites. We strive to create unforgettable memories for our guests while fostering an environment where our team members can truly shine and bring their unique talents to the table. Our team is built on passion, collaboration, and a shared commitment to delivering exceptional service-all while having fun and staying true to our values of honesty, uniqueness, and graceful hospitality.

Why this role is significant

The Assistant Director of Food and Beverage plays a key role in ensuring smooth operations across the department, with a focus on the Arbutus Room, Catering, and the resort's beverage program. This position also supports the Pub Manager in overseeing Pub operations. Working closely with the Director of Food and Beverage, the Assistant Director is responsible for managing teams, crafting menus, maintaining service standards, and driving financial success across all food and beverage outlets.

A day in the life

Strategic Leadership:

Work with the Director of Food and Beverage to shape and implement the vision and strategy for the Arbutus Room, catering services, and the beverage program.

Set high standards for service quality, guest satisfaction, and operational efficiency, fostering a culture of excellence and proactive problem-solving.

Build and maintain strong relationships with internal teams and external partners, including suppliers and vendors.

Stay current with industry trends and best practices to continuously enhance our food and beverage offerings.

Help establish and achieve both short and long-term strategic goals for the Arbutus Room, catering, and beverage programs.

Operations Management:

Oversee the planning, organization, and execution of all Arbutus Room and Catering services, ensuring that service standards, ambiance, and guest experiences meet or exceed expectations.

Collaborate with the culinary team to create innovative menus that resonate with guests and reflect our brand.

Ensure all food and beverage operations comply with health and safety regulations, industry standards, and company policies.

Beverage Program Management:

Lead the development and management of the resort's beverage program, including signature cocktails, wine lists, beer selections, and non-alcoholic offerings, ensuring they are dynamic, diverse, and aligned with the resort's brand.

Work closely with beverage vendors to source high-quality products and negotiate contracts.

Develop comprehensive training programs for staff, ensuring they are knowledgeable about the beverage offerings and deliver exceptional service.

Educate staff on wine offerings, proper service techniques, and wine pairing principles through regular training and tastings.

Monitor the financial performance of the beverage program, using sales data, cost margins, and guest feedback to make informed adjustments that maximize profitability and guest satisfaction.

Team Development:

Create a positive work environment that encourages creativity, collaboration, and a commitment to excellence.

Identify opportunities for team members to grow professionally, providing the necessary training, mentoring, and support to help them succeed.

Assist in hiring new team members, ensuring they have the skills, experience, and attitude to succeed. Oversee the onboarding process to ensure a smooth transition into the team.

Regularly evaluate team performance, offering constructive feedback and clear expectations.

Financial Management:

Work with the Director of Food and Beverage to develop budgets for the Arbutus Room, catering services, and the beverage program, ensuring financial resources are used efficiently.

Analyze financial data to identify trends and opportunities for improvement in areas such as revenue, costs, and labor expenses.

Manage scheduling and labor costs, ensuring adequate coverage while optimizing workforce productivity without compromising service quality.

Guest Experience:

Guide the refinement of service styles and ambiance in the Arbutus Room, creating an environment that enhances the dining experience and aligns with the resort's brand.

Actively seek and respond to guest feedback, addressing inquiries, suggestions, and complaints promptly and professionally. Use guest insights to

continuously improve service delivery and satisfaction.

What you bring to the team

At least 5 years of experience in food and beverage management, with deep knowledge of service standards, menu planning, and beverage programs.

Level 3 Sommelier with an extensive background curating a diverse and dynamic wine program.

Certification as a Level 3 Sommelier or an equivalent wine education certification.

2+ years of experience as a Sommelier or in a related role within a fine dining or luxury resort setting.

Extensive knowledge of wine varieties, regions, and pairings, with a passion for continuous learning and knowledge sharing.

Proven ability to lead, inspire, and motivate a diverse team in a high-end food and beverage environment.

Excellent communication and interpersonal skills, with a strong focus on guest service and the ability to work well with a variety of personalities.

Strong financial management skills, including budgeting, cost control, and financial analysis, with the ability to make data-driven decisions.

Ability to create and maintain a positive, supportive work environment that fosters learning, growth, and development.

Bachelor's degree in Hospitality Management, Business Administration, or a related field is preferred.

Flexibility to work evenings, weekends, and holidays as needed.

Why join our team at BBR

We offer a competitive annual salary ranging from \$70,000 to \$80,000. The starting salary for this position will be determined with consideration for the successful candidate's relevant education and experience as well as internal equity. The typical starting salary offered is between \$70,000 to \$75,000 per year.

Extended health and dental benefits.

3 weeks of paid vacation per year.

Complimentary meal included each shift.

An award-winning culture recently honoured with Outstanding Workplace of the Year award.

Personal and professional development opportunities.

Employee discounts, including 50% off at the Pub, Arbutus Room, and treatments at the Spa.Â

Complimentary spa days at the Brentwood Bay Spa.

Free hotel stays and friends and family discounts on hotel rooms.

At Brentwood Bay Resort, we believe that a wide range of experiences can contribute to your success in this role. Even if you don't meet every requirement, we encourage you to apply if you believe you'd be a great fit.

We'd love to hear from you! Please note that while we appreciate every application, only those selected for an interview will be contacted. Brentwood Bay Resort is proud to be an equal opportunity employer, and we welcome applications from individuals of all backgrounds.

Weight Handling

Up to 50 lbs

Work Environment

Onsite

How to Apply

Click 'Apply Now'

Email: josh@brentwoodbayresort.com

In person: 849 Verdier Ave, Victoria, BC, V8M 1C5