



## **Black Star Farms, LLC: Café FOH Supervisor**

**PURPOSE:** To provide Front of House (FOH) café oversight and staff support

**CLASS:** Full time hourly, seasonal, May through October

**HOURS:** 40 hours per week +/-

**COMPENSATION:** \$15 - \$16 per hour based on experience, plus tips

**RESPONSIBILITY:** Oversight of assigned Front of House functions

**REPORTING TO:** Managing Owner

### **REQUIREMENTS**

- Must be at least 21 years of age
- Previous supervisor experience with Front of House (FOH), hospitality, logistical coordination, problem resolution
- Must be able to work evenings, weekends, and holidays
- Flexible schedule
- Must be able to stand/walk for extended periods and lift up to 40lbs
- POS experience preferred
- Basic wine and spirit knowledge preferred

### **EXPECTATIONS**

- Manage daily operations efficiently and uphold BSF standards
- Provide a hospitable environment for BSF guests
- Hire, train, and educate staff of BSF procedures and POS system
- Work with marketing to help drive sales at the café
- Define the company brand through hospitality and service
- Ensure opening and closing procedures, reporting, closeouts, and deposits occur daily
- Maintaining inventory and ordering
- Coordinate with other departments in regards to food service, events, and products
- Ensure food and beverage quality
- Help adhere to operational budgets and sales goals with the help of the Black Star Farms management team
- Knowledge of all events taking place on BSF properties
- Communicate effectively verbally and technologically

