



Roaring Fork Club CAREER OPPORTUNITIES: **Food & Beverage – Host/Hostess**

Terms:	Seasonal, full and part-time, all days of the week
Salary/rate:	\$24-28/hour, depending on education, skill set and experience
Reports to:	Director of Food & Beverage and Restaurant Manager
Why Us & What We're Looking For:	<p>Roaring Fork Club is a top 80 Platinum Club of America located in the stunning Roaring Fork Valley of central Colorado. Nestled between Glenwood Springs and Aspen, the Club offers an exclusive and dynamic environment where members enjoy a world-class Jack Nicklaus signature golf course, fly fishing on the Frying Pan, Roaring Fork and Colorado rivers, and exceptional hospitality.</p> <p>For future employees, this means the opportunity to work in a high-end, service-focused setting where attention to detail and excellence are valued. Our team thrives on professionalism, teamwork, and a passion for delivering outstanding member experiences. With a supportive leadership team, competitive benefits, and a culture that promotes community and growth, Roaring Fork Club is an ideal place to build your career in private club hospitality, golf operations, or outdoor recreation.</p> <p>We pride ourselves on delivering personalized service that anticipates the needs of our members and their guests. If you're friendly, proactive, and eager to work with a team to create experiences that are second to none, we'd love to hear from you!</p> <p>Your primary responsibility? Have fun, connect with great people, and make every moment count—for yourself and everyone you meet at Roaring Fork Club.</p>
Job Summary:	Greet members and guests. Obtain pertinent information for reservation system. Show to table. Organize table seating to best serve members/servers and kitchen. Have solid familiarity with the Open Table reservation system.
Responsibilities:	<ul style="list-style-type: none">→ Organize seating for the service period with Manager on Duty and help with service when necessary. Help set up dining room or patio for service.→ Communicate VIPS, large parties, dietary restrictions, highchair needs and special events.→ Update Open Table with member or visit notes as necessary or when prompted by Server or Manager.→ Make eye contact and smile at first sight of member/guest and greet all members and their guests warmly and sincerely.→ Familiarize yourself with members and try to remember their names.→ Organize wait lists when necessary.→ Keep menus clean and well organized, replace any soiled menu papers and make sure all menus are printed and accurately placed in holders.→ Maintain the host stand for cleanliness and be sure it is free of clutter and personal items. Monitor for debris on floor and other guest-facing surfaces.→ Make sure iPads are cleaned and charged.

Requirements:

- ➔ Previous experience in hospitality and/or other industry working with guests is a plus, but will train for the right person.
- ➔ Must be able to speak, read, write, and understand English.
- ➔ Requires excellent communication skills, both verbal and written.
- ➔ Ability and willingness to learn and retain member's names and be willing to provide excellent overall service.
- ➔ Treat each Team Member with care, dignity, fairness, respect, and recognition in a manner consistent with the Roaring Fork Club Team culture.
- ➔ Adhere to personal grooming and uniform standards as per Roaring Fork Club policies.
- ➔ Arrive on time, well groomed, in uniform and ready for work.

Email us at careers@rfclub.com to apply