



EXECUTIVE CHEF JOB POSTING

Position:	Executive Chef	Status:	Full-Time, Exempt
Department:	Stackner Cabaret Restaurant	Annual/Seasonal:	Annual
Reports To:	Director of Venue Operations	Start Date:	Immediately
To Apply:	Click Here to Apply	Deadline to Apply:	Applications accepted until position is filled

Milwaukee Repertory Theater is currently seeking applicants for the position of **Executive Chef**. Our mission is to ignite positive change in the cultural, social, and economic vitality of our community by creating world-class theater experiences that entertain, provoke, and inspire meaningful dialogue among an audience representative of Milwaukee's rich diversity. *It is important that our hiring practices reflect this commitment to diversity and we strongly encourage applications from members of underrepresented groups.*

Position Summary: The Executive Chef (EC) is responsible for all food production including dinner service, special event catering and concessions. This position develops menus in consultation with the Director of Venue Operations. The EC is also responsible for food purchase specifications and recipes, achieving the food and labor budget goals for the department, assisting in developing the food and labor budget for the department and maintaining the highest professional food quality and sanitation standards. Additional responsibilities include hiring, training and supervising kitchen staff. This position reports to the Director of Venue Operations.

Other major duties and responsibilities include:

- Works with the Director of Venue Operations to hire, supervise and train new and current kitchen employees including ongoing staff appraisal and feedback to ensure quality and productivity
- Plans menus for restaurant, catering, concessions and special events
- Schedules kitchen staff employees to assure that food preparation is economical, technically correct and within budgeted labor cost goals
- Approves the requisition of products and other necessary food supplies and orders when necessary
- Ensures high standards of sanitation, cleanliness and safety are maintained throughout kitchen areas at all times
- Develops standard recipes and techniques for food preparation and presentation to assure consistently high quality and to minimize food costs; exercises portion control for all items served and assists in establishing menu selling price
- Prepares necessary data for applicable parts of the budget
- Ensures proper staffing for maximum productivity and high standards of quality; controls food and payroll costs to achieve maximum profitability
- Support safe work habits and a safe working environment at all times
- Achieve budget objectives and initiate corrective actions as needed
- Oversee and supervise kitchen staff
- Other duties as assigned

Qualifications:

- High school diploma or GED
- 3 years minimum as an Executive Chef, Executive Kitchen Manager or Executive Sous Chef
- Prior experience at a fine dining or casual plus restaurant, *highly preferred*
- Preference will be given to those with a 2 year culinary degree
- ServSafe Manager level food sanitation certification
- Must possess strong communication and listening skills
- High-energy and thrive in a fast-paced environment
- Ability to interact positively with supervisor, management, coworkers, members and the public to promote a team effort and maintain a positive and professional approach
- Ability to produce a high volume of work in a timely manner which is accurate, complete and of high quality
- Ability to create and accurately cost out recipes utilizing yields and portioning controls
- Ability to conceptualize and analyze data
- Ability to plan and create workflows to achieve consistency with menu items
- Firm understanding of COS principles such as waste, portioning, yields and weights and measurements



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Qualifications continued:

- Ability to come to work regularly, on time and to work across a diverse audience of ages, skills and educational/cultural backgrounds, to follow directions, take constructive criticism and to treat co-workers, supervisors and members/guests in a respectful and courteous manner, all while exhibiting grace and good humor under pressure
- Experience with Microsoft Office is required
- Ability to lift and/or move up to 50 lbs. unassisted
- This job requires evening and weekend work as its primary hours
- Ability to pass a background check in accordance with state and/or federal laws
- Ability to provide proof of fully vaccinated status before first day of work

Compensation and Benefits: Milwaukee Rep is offering a salary in the range of \$62,000 - \$68,000 annually, commensurate with experience. Employees receive benefits including 100% employer paid health and dental insurance premiums for the individual employee, employer contributions to a health savings account, a paid time off package, paid medical/parental leave program, and 403(b) retirement plan. Position is also eligible for a signing bonus.

About Milwaukee Repertory Theater: Milwaukee Rep is the largest performing arts organization in Wisconsin welcoming 300,000 people at 700 performances of 15 productions a season at the Patty & Jay Baker Theater Complex featuring three unique performance venues – the Quadracci Powerhouse, Stiemke Studio and Stackner Cabaret. For over six decades, Milwaukee Rep has been a centerpiece of Milwaukee’s vibrant arts and cultural scene with productions ranging from Broadway musicals to Shakespeare to American Classics and New Works that are entertaining, inclusive and impactful. Under the leadership of **Artistic Director Mark Clements** and **Executive Director Chad Bauman**, Milwaukee Rep ignites positive change in the cultural, social and economic vitality of our community by creating world-class theater experiences that entertain, provoke, and inspire meaningful dialogue among an audience representative of Milwaukee’s rich diversity. Every season requires a team of dedicated, passionate and skilled people. Whether it be a 30+ year veteran employee or one who’s never experienced a Milwaukee winter before, everyone shares a common sense of purpose and determination that enables us to bring world-class theater to the stage. Season after season, our accomplished team never ceases to amaze!

To read more about Milwaukee Repertory Theater, please visit: www.MilwaukeeRep.com

To read more about Milwaukee Repertory Theater’s commitment to Equity, Diversity, & Inclusion, including our ED&I Vision of Success, please [Click Here](#)

APPLICATION INSTRUCTIONS

Please submit online application, resume and cover letter detailing why you are the best candidate for the position, Attn to: Don Parsons, Director of Venue Operations.

[Submit Application Materials Online](#)

Applications will be accepted on a rolling basis until the position is filled. In order to maintain an equitable process, everyone *must* apply online. Any candidate who requires different accommodations to submit an online application should contact ehill@milwaukeeerep.com

*Full hyperlink web address (copy and paste into your browser):

<https://recruiting.paylocity.com/recruiting/jobs/Details/699227/Milwaukee-Repertory-Theater-Inc/Executive-Chef>

Milwaukee Repertory Theater is committed to creating a culturally diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, marital status, national origin, genetics, disability, age, or veteran status.