

The Eastern Yacht Club
Marblehead, MA

Job Title: Food & Beverage Intern

Type of Position: Internship, 20 hours per week

Duration: 3 to 6 months (Flexible)

Compensation: Unpaid with opportunities for part-time paid work throughout the season (\$20/hour)

Reports to: Director of Restaurant Operations

Job Description:

The Eastern Yacht Club is seeking a Food & Beverage intern to assist with various duties related to the club's dining and beverage services. This position will provide the intern with a unique opportunity to gain hands-on experience in the hospitality industry in a historic yacht club overlooking the harbor. As the Food and Beverage Intern, you will work closely with the Director of Restaurant Operations and other staff members to assist in the planning and execution of various functions and a la carte dining held at our prestigious club.

Responsibilities:

As the Food & Beverage intern, you will be responsible for a wide range of tasks related to our dining and beverage services. Some of your main responsibilities will include:

- Providing excellent customer service to our members and guests, ensuring their needs are met and any issues are promptly addressed.
- Maintaining the cleanliness and organization of the dining areas, kitchen, and bar, ensuring that they are always up to our high standards of cleanliness and hygiene.
- Assisting with inventory management, including keeping track of stock levels and ordering supplies as needed.
- Learning and adhering to all safety and health regulations, ensuring that all food handling and preparation is done in a safe and sanitary manner.
- Supporting the food and beverage team in other duties as assigned, including helping with event setup and breakdown, and assisting with special projects as needed.
- Collaborate with the Director of Restaurant Operations to ensure a seamless and enjoyable experience for guests.

Requirements:

- Currently enrolled in a college or university pursuing a degree in hospitality, event planning, business management or a related field.
- Ability to commit to a 20-hour workweek for a period of 3 to 6 months.
- Strong organizational, time management, and communication skills.
- Detail-oriented with an ability to multitask and prioritize responsibilities.
- Comfortable working in a fast-paced and dynamic environment.
- Familiarity with Google Suite.
- Upbeat & positive attitude.
- Availability to work weekends and evenings as needed.
- Ability to work outside in all types of weather, and to stand for periods of time.

This is an unpaid internship that requires a commitment of 20 hours per week Thursday-Sunday. Flexibility is required for special events. As a member-owned organization, the Eastern Yacht Club is committed to providing a welcoming and inclusive environment for all of our members and guests. As a Food & Beverage intern, you will have the opportunity to work alongside a team of experienced professionals and gain valuable skills and knowledge in the hospitality industry. We are looking for someone who is enthusiastic, motivated, and eager to learn, and who is committed to providing exceptional service to our members and guests.

Benefits:

- Hands-on experience in the food and beverage industry.
- Exposure to a wide variety of events and clients.
- Opportunities to network with industry professionals.
- Staff meal provided during work shifts.
- Build your resume and potentially receive academic credit.
- Potential for future employment opportunities with the Eastern Yacht Club.

About The Eastern Yacht Club

Situated in Marblehead, Massachusetts, a town established in 1628 on Boston's North Shore, the Eastern Yacht Club is one of the oldest and most notable private yacht clubs in America and around the world. Established in 1870 by a group of Boston businessmen who joined together to develop their passion for sailing, the Club is thriving more than 150 years later, providing an elegant, relaxed and congenial facility for new generations of members and guests.

To learn more about The Eastern Yacht Club, please visit our [website](#).

The Eastern Yacht Club is an equal opportunity employer, and does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, citizenship, age, disability, military or veteran status, sexual orientation, genetic information, gender identity or expression (including transgender) or any other characteristic protected by law.

How to Apply:

Please email your resume and cover letter about yourself to jobs@easternyc.org, with "EYC F&B Intern" in the subject line. No phone calls or walk-ins please.

If you are passionate about the restaurant industry, function planning and eager to gain hands-on experience in the industry, we encourage you to apply for this exciting opportunity.