

POSITION TITLE:	Tall Grass Manager
REPORTING TO:	Executive Chef & MMoCA Director
HOURS PER WEEK:	Full-Time, Exempt
SALARY:	
LAST UPDATED:	July 2026

POSITION SUMMARY

The Tall Grass Manager is responsible for overseeing all restaurant operations, including bar service, under the direction of and reporting to the Executive Chef. This role provides primary leadership for staffing, scheduling, financial performance, and operational systems across all restaurant functions, with overall accountability for day-to-day operations. The Manager leads daytime operations and establishes the systems and standards that support consistent, high-quality service. The Manager maintains a close working relationship with the Owner/Director and is accountable for achieving organizational goals, financial targets, and service standards established by ownership. In the absence of the Executive Chef, the Restaurant Manager reports directly to the Owner/Director.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Operations & Staff Leadership

- Train and manage staff for daily operations and special events
- Lead hiring decisions, performance management, and disciplinary processes for front-of-house staff
- Create systems for prep items and delegate tasks
- Assist in restaurant floor management and service execution
- Provide primary daytime leadership and operational direction
- Contribute to a positive, respectful, and collaborative workplace environment and a deep culture of welcome and hospitality central to MMoCA operations
- Serve as primary liaison between Tall Grass and MMoCA, including coordinating with events staff, rental clients, and the Executive Chef

Guest Experience & Revenue Growth

- Use creativity and communication to build a loyal customer base and increase sales

- Ensure service standards align with the Tall Grass concept and MMoCA's visitor experience goals
- Oversee guest services and resolve escalated issues

Financial, Inventory & Administrative Oversight

- Maintain overall responsibility for financial performance, including labor management and cost control
- Oversee inventory systems, ordering, and variance control
- Review operational and shift reports to inform decision-making
- Maintain oversight of end-of-day procedures and cash handling practices

Workplace Environment, Safety & Compliance

- Maintain a clean, safe, and organized working environment
- Ensure compliance with all local, state, and federal regulations, including alcohol service laws and health and safety standards

Supervisory Responsibility

- Regularly supervises two or more employees
- Exercises independent judgment in operational and personnel decisions

Additional Duties

- Perform other responsibilities as assigned by upper management
- Contribute to MMoCA's initiatives to expand and advance diversity, equity, accessibility, and inclusion.
- Manage and coordinate Tall Grass activities during MMoCA's annual Art Fair on the Square, typically held the second weekend in July

MINIMUM QUALIFICATIONS

Licensure & Certifications

- Valid Wisconsin Responsible Beverage Server certification required
- ServSafe certification required

Experience

- Minimum of three years of restaurant/retail management experience

Technical Skills

- Experience with Toast POS preferred
- Proficiency in Google Office and ability to learn new systems quickly

Education

- High school diploma or equivalent preferred

Core Competencies

- Strong organizational and time management skills
- Excellent written and verbal communication
- Ability to manage multiple priorities in a fast-paced environment
- Strong leadership, coaching, and team development skills
- Demonstrated problem-solving ability and sound judgment
- Knowledge of staffing, scheduling, and cost management
- Stable work history

WORK ENVIRONMENT AND JOB SPECIFICATIONS

- Ability to work a flexible schedule, including days, evenings, and weekends
- Must be at least 18 years of age
- Ability to thrive in a fast-paced environment
- Ability to regularly stand, walk, bend, crouch, and lift up to 50 pounds, with or without reasonable accommodation

BENEFITS

- Employee discount on food
- Paid training
- Health, Dental, Disability insurance and HSA eligibility

- Bus pass
- Retirement options with employer contribution available