Bar Manager

Nocturne Jazz & Supper Club · La Vie En Rose

“Invest yourself in everything you do. There’s fun in being serious.” – Wynton Marsalis

We believe that hospitality is a sacred and noble enterprise. We are looking for people who take pride in being hospitality professionals and find joy in being part of an exceptional team. We invest in those who choose to invest in themselves and are committed to improving every single day.

About the Role

The Bar Manager leads the day-to-day execution of the bar program at Nocturne Jazz & Supper Club and La Vie En Rose. This is a salaried management position for a proven bartender ready to lead people, own results, and carry the bar program’s standards across both venues. The Bar Manager reports to the Assistant Director of Wine & Beverage and works closely with the Beverage Director, General Manager, Culinary leadership, and ownership.
The Bar Manager is a member of the management team. The role leads and directs the bar team, trains and coaches daily, supports hiring, discipline, and advancement decisions with recommendations that are given particular weight, and serves as Manager on Duty as needed. The Bar Manager holds accountability for bar cost, labor, inventory, and standards.

Key Responsibilities

Bar Program Leadership & Standards

- Run the bar program day to day at Nocturne and La Vie En Rose, ensuring consistent quality, speed, and hospitality at both venues.
- Develop, document, and maintain standardized recipes, specs, and batch recipes for all cocktails and spirit-free beverages; keep specs aligned with Craftable.
- Lead seasonal and daily cocktail development, including daily specials and the monthly Cocktail for a Cause, ensuring each seasonal menu offers variety and meets program criteria.
- Organize and lead scheduled cocktail labs, including setting agendas and following through on outcomes.
- Ensure cocktail menu changes and all related tasks are completed by scheduled dates set forth by management/ownership.
- Record, track, and enforce all beverage-related SOPs; audit adherence and correct gaps in real time.
- Own bar prep systems: manage the daily prep list, print and maintain prep log sheets, verify they are being used, and ensure accurate bar prep happens twice weekly.
- Ensure proper handling, quality control and preservation of wines by the glass at

Nocturne and La Vie En Rose.
- Support La Vie En Rose bar setup and ongoing operations, including recipe standardization, service flow, and staff training.

Team Leadership, Training & Development

- Lead, direct, and assist in scheduling the bar team of approximately 6-8 team members across venues, assigning work and holding the team to the company hospitality standards.
- Build the bar team schedule, managing shift coverage, swaps, and time-off requests within labor targets limiting overtime hours.
- Manage bar training program and onboarding track for new bartenders, barbacks, and bar support; evaluate progress and sign off when team members are ready to advance.
- Provide regular one-on-one coaching to bar team members, with documented goals and follow-up.
- Plan and deliver monthly staff education on spirits, beer, and cocktails, and execute timely Beverage Study Guide updates as required for every menu change.
- Document performance concerns and coach toward improvement. Issue verbal and written corrective action, and recommend suspension or termination to the Assistant Director of Wine & Beverage, or ownership. Those recommendations are given particular weight.
- Participate in interviewing and make hiring recommendations for bar positions, which are given particular weight.
- Recommend raises, promotions, and advancement for bar team members, and contribute to leadership performance reviews.
- Model the culture: lead pre-shift meetings, weekly bar meetings, set the tone, and keep “good mojo” on the floor.

Financial & Inventory Accountability

- Ownership of liquor cost of goods targets; investigate and explain variances.
- Manage the bar labor budget by scheduling to labor targets and reporting on performance.
- Order spirits and beer to par; maintain monthly spirits and beer inventories in partnership with the Assistant Beverage Director, and report shrink and waste.
- Manage vendor and distributor relationships for spirits and beer, including pricing, product knowledge, and tastings.
- Maintain beer knowledge and ordering, including rotating selections that fit the program.
- Help ensure invoices and receiving for bar products are accurate and entered correctly in Craftable.

Manager on Duty & Guest Experience

- Serve as Manager on Duty as needed for backup and coverage, running the floor, resolving guest and staff issues, and enforcing policies, service flow, and SOPs.

- Respond to guest inquiries and service issues in person, by phone, and by email in a timely and professional manner.
- Support cash handling, tip-out, and end-of-night reconciliation procedures as needed when serving as MOD.
- Ensure compliance with health, safety, liquor, and labor regulations.
- Maintain standards for cleanliness, lighting, sound, and every sensory aspect of the guest experience.
- Be prepared to step into any bar or FOH role when needed to support the team.

Events & Collaboration

- Coordinate bar needs for private events based on guest count and event details, working with the events team.
- Support special guest events (wine dinners, Renditions, etc) with ownership and the Assistant Director.
- Participate in weekly leadership meetings and represent the bar team.
- Collaborate with ownership on marketing and guest communications related to the bar program when appropriate.
- Perform other duties as assigned. If a ball is dropping, your job is to catch it.

Qualifications

Required

- Strong, proven leadership presence and the ability to coach and hold peers and team members to standards with consistency and fairness.
- Advanced knowledge of spirits, craft cocktails, beer, and wine, with the ability to recreate classic cocktails with precision.
- Strong attention to detail, discipline, and organizational skills, including prep, ordering, and inventory.
- Comfort with data, budgets, and reporting; working knowledge of Microsoft Excel or Google Sheets.
- Fluent in oral and written English, with professional verbal and written communication.
- Ability to handle challenging guest and employee situations with professionalism and efficiency.
- Ability to perform in crowded, noisy, fast-paced environments and manage multiple tasks at once.
- Ability to lift and carry cases of liquor, kegs, ice, and glassware; prolonged standing and walking.
- Vision to read detailed guest checks, reports, and written instructions and to observe the property in dimly lit conditions.
- Manual coordination to operate POS systems and carry trays.
- High School Diploma or GED equivalent.
- TIPS or alcohol service certification (required immediately upon hire if not already certified).
- Completion of WSET Level 2 or Court of Master Sommeliers Level 1/Intro Course

Preferred

- One or more years of experience on the Nocturne team, with deep knowledge of our culture and guest experience.
- One or more years of supervisory experience as a bar lead, bar manager, or similar.
- Spirits and cocktail credentials such as BAR 5-Day, BARsmarts, or Court of Master Sommeliers Level 2 Certified degree, or WSET Level 3 Award in Wines.
- Fluency with Craftable, Revel, Tock, and Bevager.
- Experience with fine dining teams or restaurant openings.
- Experience creating original, balanced cocktails.
- Appreciation for live music and the performing arts.

Schedule Expectation

Four evenings per week, providing on-site leadership and guest contact, plus one administrative day. Commitments outside service hours include weekly leadership meetings, one-on-one coaching with the bar team, and scheduled prep, labs, and training. Additional administrative work can be done on-site or remotely. Nocturne is dark on Mondays and Tuesdays. Work weeks average 44–54 hours, with some weeks above or below that estimate.

Compensation & Benefits

Salary range: $65,000 – $70,000 annually, depending on experience, plus performance-based bonus opportunity tied to bar results (such as cost, labor, and guest experience metrics).
This is a salaried management position and is not eligible to participate in tip pools or receive tips or service charge distributions.

- Health, dental, and vision insurance
- 401K with employer contribution
- Unlimited Paid Leave program after the first 60 days of employment (reviewed separately)
- Wellness benefit and Employee Assistance Program for mental wellness
- Staff meal and beverage perks
- Opportunities for professional development, mentorship, and travel

Reports To

Assistant Director of Wine & Beverage, with collaboration from the Assistant General Manager and Ownership Team.

Path to Advancement: Compensation Growth

The Bar Manager role starts at the base of the salary range, based on experience. Three milestones define the path to the top of the range. Each is measurable, and each is reviewed by the Assistant Director of Wine & Beverage and ownership. Salary increases take effect after the milestone is verified.

Milestone 1: Certified Sommelier accreditation (+$2,500 additional annual salary maximum addition)
Earn the Level 2 Certified Sommelier certification from the Court of Master Sommeliers, Americas. Nocturne will support the effort with study time and mentorship from the beverage leadership team, and 50% of the exam fee.

An acceptable alternative to passing the CMS Certified Exam would be earning a WSET 3 Award in Wines combined with a CWE certification (Certified Wine Educator).

Milestone 2: Sommelier shift coverage (+$1,500 additional annual salary maximum addition)

Demonstrate the ability to independently cover one to two sommelier shifts per week. This includes tableside wine service and guidance, in depth wine-list knowledge, and service standards. The aim is to reduce ownership's time on the floor and add depth to the beverage team. Readiness is confirmed through a defined shadowing and sign-off process with the Assistant Director of Wine & Beverage and ownership. Sustained coverage means the shifts are covered consistently for 60 days.

Environment & Equipment

Physically strenuous: prolonged standing, walking, lifting, and carrying throughout the entire shift in an indoor environment. High noise levels, fast-paced, fun, and rewarding. Equipment includes POS systems and touch screens, bar tools, ice machines, juicers, beverage dispensers, coffee machines, and dishwashing machines.