

POSITION DESCRIPTION:

FOOD AND BEVERAGE MANAGER

POSITION SUMMARY

The Food and Beverage (F&B) Manager is responsible for the strategic planning, delivery, and operational management of all food and beverage services at the Brisbane Festival's flagship site – Festival Village.

Working under the guidance of the Chief Impact Officer, the Food and Beverage Manager will set, implement, and achieve commercial, operational, and customer experience targets for food and beverage offerings while ensuring full compliance with all food safety, liquor licensing, workplace health and safety, and regulatory requirements.

This role requires strong commercial acumen, operational leadership, and the ability to manage high-volume service within a dynamic, time-sensitive festival environment.

This is a full-time contract from May until October 2026.

REPORTING

Reports to: Chief Impact Officer

Positions reporting to this role: All casual site bar managers, and bar staff/bartenders.

COMMUNICATION

In respect to internal and external relations the Food and Beverage Manager will:

- Report to and work under the guidance of the Chief Impact Officer;
- Liaise primarily with the Site Manager, Site Producer, Technical Manager, Technical Coordinators, and Marketing Department to undertake the role;
- Provide the Chief Impact Officer with regular updates on food and beverage operations, including financial performance, compliance matters, vendor management, and operational planning, which may take place in writing or in the form of meetings;
- Liaise with other departments including but not limited to Front of House Management, Volunteer Management, IT / POS Systems, and Administration to effectively carry out the role; and
- Support Festival departments with communications with infrastructure and utility providers, waste management contractors, payment service providers, insurance representatives, liquor licensing authorities, Workplace Health and Safety regulators, local council, emergency services, landowners, and community stakeholders as required;
- Liaise with external stakeholders including but not limited to food vendors, catering

partners, beverage suppliers and distributors, alcohol brand sponsors, and temporary staffing agencies as required.

ROLES AND DUTIES

Strategic Planning and Target Achievement

- Under the guidance of the Festival Leadership team, establish revenue, margin, and customer experience targets for food and beverage operations.
- Develop and deliver a comprehensive F&B strategy aligned with the Brisbane Festival's artistic vision, audience profile, and brand values.
- Curate and manage food vendor mix to ensure diversity, quality, sustainability, and commercial viability.
- Monitor performance metrics and implement strategies to meet or exceed agreed financial targets.
- Prepare regular reports for the Chief Impact Officer on sales performance, operational issues, and improvements.

Vendor and Supplier Management

- Lead vendor procurement processes including expressions of interest, selection, contracting, and onboarding.
- Negotiate commercial terms, fees, and service agreements.
- Ensure all vendors meet Festival operational standards and compliance requirements.
- Manage relationships with beverage suppliers, sponsors, and key stakeholders.
- Work with the Technical Department to plan infrastructure requirements including bars, kitchens, utilities, waste, and storage.

Operational Management

- Plan and oversee bump-in, live event operations, and bump-out of all F&B outlets.
- Develop site layouts for food and beverage areas in collaboration with site management.
- Manage daily service operations during the festival period.
- Ensure high standards of presentation, hygiene, and customer service.
- Respond effectively to operational challenges in a fast-paced environment.

Staff Leadership and Workforce Management

- Recruit, train, and supervise F&B staff, bar managers, and casual event personnel.
- Develop staff rosters aligned with service demand and budget targets.
- Provide leadership and on-site direction throughout the festival period.
- Ensure staff are trained in responsible service of alcohol (RSA) and food safety standards.
- Foster a positive, inclusive, and professional team culture.

Compliance and Regulatory Oversight

- Ensure full compliance with:

- Food Safety legislation;
- Liquor licensing regulations;
- Responsible Service of Alcohol (RSA) requirements;
- Workplace Health and Safety (WHS) standards; and
- Local council permits and event regulations.
- Liaise with regulatory authorities and inspectors as required.
- Maintain documentation and incident reporting systems as per Brisbane Festival's wider reporting systems.
- Develop and implement risk management procedures related to food and alcohol service.

Financial Management

- Manage F&B budgets, forecasting, and expenditure.
- Monitor point-of-sale reporting and financial reconciliation processes.
- Implement controls to manage stock, wastage, and shrinkage.
- Identify opportunities for revenue growth and operational efficiencies.

Sustainability and Community Engagement

- Implement environmentally responsible practices including waste reduction and sustainable packaging.
- Encourage local and culturally diverse food representation.
- Ensure alignment with Brisbane Festival's sustainability and accessibility commitments.

Systems

- Utilise the organization-wide systems in accordance with policies and procedures provided.

WHS

- Take an active role in effectively implementing Brisbane Festival's WHS policy.

SELECTION CRITERIA

Essential

1. Demonstrated experience managing large-scale food and beverage operations

Proven experience delivering high-volume food and beverage programs within major events, festivals, venues, or multi-site environments, including oversight of vendors, bars, infrastructure, and operational logistics.

2. Strong commercial acumen and target-driven performance management

Demonstrated ability to set and achieve revenue, margin, and service targets, including experience in financial forecasting, pricing strategies, stock control, reconciliation, and performance reporting within an event or hospitality context.

3. Proven vendor, supplier and stakeholder management capability

Experience negotiating and managing contracts with food vendors, beverage suppliers, sponsors, and service providers, maintaining productive relationships and ensuring compliance with agreed commercial and operational standards.

4. Knowledge of food safety, liquor licensing and regulatory compliance

Comprehensive understanding of food safety legislation, Responsible Service of Alcohol (RSA) requirements, liquor licensing obligations, WHS standards, and local council regulations applicable to large-scale public events.

5. Leadership and workforce management experience

Demonstrated experience recruiting, supervising, and leading teams in high-pressure environments, including bar managers, supervisors, casual staff, and contractors, with the ability to foster a positive and accountable team culture.

6. Operational planning and site management expertise

Proven capability in planning and delivering event-site food and beverage operations, including site layout coordination, bump-in and bump-out scheduling, infrastructure oversight, POS set up, and service delivery during live event periods.

7. Strong organisational, reporting and administrative skills

High level of accuracy and attention to detail in managing budgets, contracts, compliance documentation, reporting requirements, and operational planning across multiple concurrent workstreams.

8. Ability to work collaboratively in a fast-paced festival environment

Proven capacity to work effectively across departments, respond to changing priorities, manage operational challenges calmly, and deliver high-quality outcomes under time-sensitive conditions.

9. Relevant certifications

Current Responsible Management of a Licensed Venue (RMLV) certification and Food Safety Supervisor accreditation (or ability to obtain).

Desirable

1. Experience within arts, cultural or major festival environments.
2. Experience managing beverage sponsorships or brand activations.
3. Knowledge of sustainable event catering practices.

How To Apply

Please apply via our online application form only. Address your application to: Michael Adams, Chief Impact Officer For enquiries contact: Justine Robins - justine@brisbanefestival.com.au

BRISBANE FESTIVAL

Please provide your CV including at least two referees, as well as a statement indicating how you meet the selection criteria listed. A cover letter is optional. Short-listed applicants should be available for interview after the application closing date. All applications are strictly confidential.

APPLICATIONS CLOSE: 9:00am on Monday 25 May 2026

Research shows that while men apply to jobs when they meet an average of 60% of the criteria, women and other marginalised folks tend to only apply when they check every box. So, if you think you have what it takes, but don't necessarily meet every single point above, please still get in touch. We would love to have a chat and see if you could be a great fit.