

Cook (Full Time) - St. Fidelis Friary
The Province of St. Joseph of the Capuchin Order

Inspired by the gospel of Jesus and the example of Francis of Assisi, the Capuchin friars of the Province of St. Joseph, together with our partners in ministry, prayerfully build sister-brotherhood in the world. We attend simply and directly to the spiritual and other basic human needs, especially those of the poor and disenfranchised, promoting justice for all.

St. Fidelis Friary in Appleton, Wisconsin is home to many retired Capuchin Friars. We are currently looking for a Cook. The Cook will work with kitchen staff to prepare and cook meals as scheduled for the St. Fidelis Community.

Responsibilities:

- Demonstrate, exemplify and support the Capuchin Charism and Provincial Mission, Vision and Values throughout all professional responsibilities and activities
- Work with Local Minister and other Cooks on staff to prepare menus and plan shopping lists for food and supplies
- Maintain appropriate inventories of food and supplies, keeping condiments and supplies stocked and clean in dining area, kitchen and pantry
- Store leftovers after each meal, recording date on container with leftover food, being sure to use or dispose of food at appropriate times
- Complying with the diets of the friars, prepare and serve nutritious and quality meals
- Incorporate fresh fruits and vegetables in meal planning when possible and financially reasonable
- Monitor and replenish serving line during meals
- Keep equipment and appliances in good working order, reporting any malfunctions to the Friary Manager
- Maintain a cleaning schedule for areas of responsibility
- Follow established sanitation and safety guidelines and procedures
- Provide a clean and safe work environment throughout meal preparation and scheduled shift
- Works in conjunction with others to ensure the kitchen and dining room is prepared for meals and is cleaned after meals
- Comply with Province and ministry policies, procedures, guidelines and standards

Qualifications: High School Diploma or GED, 2 years of experience in similar environment, ability to be welcoming and professional and maintain confidentiality, effective communication, interpersonal and Microsoft office skills, ability to work flexible schedule including rotating weekends and holidays, knowledge and ability plan and prepare nutritious and appealing meals and to use appliances and equipment necessary to operate a kitchen

Interested candidates can apply by:

Submit letter of interest and resume to:

employment@thecapuchins.org Include Cook – St. Fidelis Friary in the subject line.

(Or)

Attention: Human Resources

Re: Cook – St. Fidelis Friary

The Province of St. Joseph of the Capuchin Order

4390 Conner

Detroit, MI

Internal candidates may apply by sending their resume or internal application (available from your supervisor) to employment@thecapuchins.org

Review of resumes will begin immediately