

**Personal Care Assistant - St. Bonaventure Monastery  
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.*

The Personal Care Assistant will assist friars with the activities of daily living while monitoring their health. This 'as needed' position will also assist staff with activities within the friary.

**Responsibilities:**

- Demonstrate, exemplify and support the Capuchin Charism and Provincial Mission, Vision and Values throughout all professional responsibilities and activities
- Assist with distributing medications to and monitoring of health of friars promptly reporting concerns to Friary Manager and Guardian
- Available to assist in meals and activities of friary
- Clean and ensure medical equipment is in good working order
- Assist with laundry and housekeeping
- Assist friars with activities of daily living
- Attend to bedridden friars by repositioning and assisting with their comfort
- Accompany friars to healthcare appointments and may visit a hospitalized friar
- Comply with Province and ministry policies, procedures, guidelines and standards.

**Qualifications:** High School Diploma or GED, Ability to be trained in residential care, Valid Driver's License, ability to work a flexible schedule including weekends and holidays, able to lift and move up to 30 pounds, local travel required.

Interested candidates can apply by:

**Submit letter of interest and resume to:**

[employment@thecapuchins.org](mailto:employment@thecapuchins.org) Include Personal Care Assistant – St. Bonaventure Monastery the subject line.

(Or)

Attention: Human Resources

Re: Personal Care Assistant – St. Bonaventure Monastery

The Province of St. Joseph of the Capuchin Order

1820 Mt. Elliott Street

Detroit, Michigan 48207