

**Job Title:** Healthcare Advocate for Clergy  
**Location:** Roman Catholic Diocese of Saginaw, MI  
**Job Type:** Part-Time (0.50 FTE)  
**Reports to:** Director of Care Management

**About the Role:** As a healthcare advocate, you will be a trusted guide and advocate for the clergy of the Catholic Diocese of Saginaw, helping them to navigate the complexities of healthcare and supporting their overall well-being. Rather than providing hands-on clinical care, you'll serve as a compassionate coordinator—ensuring that clergy members receive the right care, in the right place, at the right time.

This member advocate role blends purpose-driven service with professional expertise, offering the chance to build meaningful relationships while helping clergy members access the resources they need to flourish. If you're passionate about supporting others, thrive in a mission-centered environment, and want to make a meaningful difference in the lives of those who serve the Church, this role offers a rare and fulfilling opportunity.

**Key Responsibilities:**

- **Promote preventive wellness** by educating members on health initiatives and available resources.
- **Provide clear, accessible health information** to help members understand and utilize their benefits.
- **Coordinate medical, dental, and specialist appointments** to ensure seamless care experiences.
- **Assist with remote monitoring tools** such as glucometers, blood pressure cuffs, and alert systems.
- **Manage delivery of medical supplies** and other essential health-related items.
- **Conduct home safety assessments** and arrange modifications or meal services when needed.
- **Connect members with community resources** including transportation, home care, and support services.
- **Guide members through benefit coordination** and collaborate with plan design vendors.
- **Develop outreach campaigns** to increase awareness of available services and benefits.
- **Participate in client meetings** to identify needs and ensure comprehensive support.
- **Provide post-hospitalization follow-up** including optional on-site visits.
- **Collaborate with pharmacists and social workers** to deliver holistic care support.
- **Maintain strict confidentiality** in accordance with PHI and HIPAA guidelines.
- **Engage respectfully and professionally** with clergy members and colleagues.
- **Travel as needed** to member locations and events.
- **Perform additional duties** as assigned by the Director of Care Management.

**Who We're Looking For:**

- **Minimum 3 years of experience** in healthcare coordination or a related support role.
- **RN or LPN license** (active or inactive). Ideal for nurses seeking a meaningful non-bedside role.
- **Exceptional communication and listening skills** with the ability to offer emotional support.
- **Strong organizational abilities** and attention to detail.
- **A humble, service-oriented demeanor** and genuine desire to support others.
- **Ability to work independently and collaboratively** with healthcare professionals.
- **Proficiency in Microsoft Office** (Word, Excel, PowerPoint).
- **Experience in clinical or medical office settings** and a passion for helping individuals navigate the healthcare system.

**Compensation:**

- **Hourly rate:** \$23–\$25, based on experience and qualifications.

**Availability:** This position is available February 9, 2026. If you are compassionate, detail-oriented, and inspired by the opportunity to support clergy members in their health and wellness journey, please submit your resume and a cover letter to [REC@metacareusa.com](mailto:REC@metacareusa.com).

**Equal Employment Opportunity:** Meta Care Inc. is proud to be an equal-opportunity employer. All qualified applicants are encouraged to apply.