

Job Opening -

LifeVentures (formally East Wichita Shepherd's Center) is seeking applications for a Volunteer Coordinator. This is a paid, part-time position and duties include (but are not limited to) working closely with volunteers and maintaining the volunteer data base. Computer proficiency, ability to function in a fast-paced atmosphere and a self starter. Office hours are 9:00 am to 3:00 pm Monday through Friday. This position will be 15 hours a week with flexible time off. Send resume to office@lifeventuresks.com or by mail to LifeVentures, 4407 E. Douglas, Wichita, KS 67218. Resumes will be accepted through August 4th.