

**Froedtert & Community Health**

**Froedtert**  
HOSPITAL

**Community**  
**Memorial**  
HOSPITAL

**St. Joseph's**  
HOSPITAL

**West Bend**  
**Clinic**

**DIRECTOR - VOLUNTEER SERVICES - SFT - COMMUNITY MEMORIAL HOSPITAL - MENOMONEE FALLS, WI**

<b>Department:</b>	VOLUNTEERS - 87615
<b>Job Type:</b>	Scheduled Full Time
<b>Location:</b>	MENOMONEE FALLS, WI
<b>Regular Scheduled Hours:</b>	0800-1630
<b>Number of Scheduled Hours per Pay Period (2 weeks):</b>	80
<b>Position Location:</b>	Community Memorial Hospital
<b>On Call?:</b>	

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**Job Description:**

Responsible for carrying out the administrative duties of the Volunteer Services Department in a manner that supports the institution's mission of delivering comprehensive patient care.

Undergraduate degree in Human Resources, Business or related field. Three to five years in a progressively responsible position. Experience with volunteer activities, preferably in the healthcare environment. Experience in the retail market. ASDVS Certification a plus.

We are proud to be an EEO employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing.

