

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Position Vacancies and Hires

DATE: July 26, 2023

POSITION VACANCIES

Classified

Accounting Technician, Disbursements (FT)
Accounts Receivable/Collection Technician (FT)
Administrative Assistant to the Dean, English & Humanities (FT)
Facilities Reservations Technician (FT)
Program Assistant, Social Sciences & Business (PT)

Professional

Chemical Hygiene Officer and Laboratory Supervisor (FT)
Employee Benefits and Retention Coordinator (FT)
Instructional Designer (FT)
Nursing Retention Specialist (FT)
Police Officer (FT)
Retention Specialist (FT)
Student Records Evaluator (FT)
Student Success Coach I (FT)

Full-time Faculty

Air Conditioning, Refrigeration, and Heating Instructor
Diesel Technologies Instructor
Early Childhood Education Instructor
Integrated Media Design Instructor

NEW HIRE

Evan Barber	Help Desk Specialist II	08/07/2023
Lindsay Shelton	Program Assistant, PATH	07/17/2023

PROMOTION

Alexander Dean	Student Support Specialist	08/07/2023
Danny Guthals	Central Receiving Technician	07/28/2023

RESIGNATION

Nikki Baker	Compliance and Prevention Coordinator	07/27/2023
Rashawn Jones	Program Navigator, PATH	07/27/2023
Tavis Lawson	Network Administrator	08/03/2023
Scott McDermand	Police Officer	07/13/2023

SALARY GRADE ADJUSTMENT

The JDQ for April Bergman, Program Assistant, was recently reevaluated due to a reconfiguration of responsibilities including the merger of her position with another Student Success position. Her position is now placed in salary grade E with a title change to Student Success Specialist. This change will be effective July 1, 2023.