

**MEMORANDUM**

**TO:** Members, LLCC Board of Trustees

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Position Vacancies and Hires

**DATE:** January 22, 2024

**POSITION VACANCIES**

**Classified**

Administrative Assistant to the Dean, Workforce Institute (FT)  
Building Custodian (FT)

**Professional**

Admissions Specialist (FT)  
Application Developer I (FT)  
Community Education Culinary Coordinator (FT)  
Compliance and Prevention Coordinator (FT)  
Early Childhood Education Advocate (FT)  
Student Records Evaluator (FT)

**Administrator**

**Faculty**

Instructor, Accounting (FT)  
Instructor, Computer Science (FT)  
Instructor, Nursing – 2 (FT)  
Instructor, Basic Nurse Assistant (FT)  
Instructor, Psychology (FT)  
Instructor, Respiratory Care (FT)

**HIRES**

James Collins	Building Custodian	01/03/2024
Nicholas Johnson	Program Assistant, Open Door WEI	01/16/2024
Lisa Lang	Program Assistant	01/02/2024
Jill Siebert	Donor Relations Coordinator	02/01/2024
Andre Taylor	Building Custodian	01/03/2024
Angela Try	Communications Manager	01/02/2024

**PROMOTIONS**

Jeff Eason	Help Desk Specialist II	01/01/2024
Russell Michelich	Admin. Assistant to the CCO	02/14/2024
Vickie Ward	Assistant to the VP, Academic Services	01/22/2024

**RESIGNATIONS**

Lucas Ostendorf	Police Officer	01/17/2024
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