

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Position Vacancies and Hires

**DATE:** February 26, 2020

**POSITION VACANCIES**

**Classified**

Education Services Representative - LLCC, Taylorville (PT)  
Building Custodian-2 (FT)  
Child Development Assistant (FT)  
Bookstore Stockroom Technician (FT)  
Testing Assistant (FT)

**Professional**

Nursing Skills Lab Professional (PT)  
Admission Specialist (FT)

**Administrator**

Dean, Arts and Communication (FT)  
Dean, Mathematics and Computer Science (FT)  
Director, Student Success (FT)  
Director, Adult Education and Literacy (FT)  
Chief of Police (FT)

**Faculty**

Economics Instructor (FT)  
Psychology Instructor (FT)

**HIRES**

|               |                |         |
|---------------|----------------|---------|
| Maxwell Yanor | Police Officer | 2/24/20 |
|---------------|----------------|---------|

**PROMOTIONS**

|                |   |        |
|----------------|---|--------|
| Nichole Coffey | Student Accounts Manager                    | 2/1/20 |
| Carrie Jacobs  | Admin Asst. to the Dean, Health Professions | 3/2/20 |

**RESIGNATIONS**

|               |                                   |        |
|---------------|-----------------------------------|--------|
| Dallas Woomer | Information Technology Specialist | 2/7/20 |
|---------------|-----------------------------------|--------|

**RETIREMENTS**

|                   |                     |         |
|-------------------|---------------------|---------|
| Stephanie Coleman | Webstore Technician | 4/30/20 |
|-------------------|---------------------|---------|