

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Position Vacancies and Hires

**DATE:** September 22, 2021

**POSITION VACANCIES**

**Classified**

Building Custodian – 3 (FT)  
Enrollment Services Representative (FT)  
Information Technology Specialist (FT)  
Public Safety Assistant (PT)

**Professional**

IT Project Manager (FT)  
IT Security and Assurance Manager (FT)  
Workforce Development & Healthcare Continuing Ed Coordinator (FT)

**Administrator**

Director, Enrollment Services (FT)  
Director, IT Development (FT)  
Program Director, Industrial Maintenance and Electrical (FT)

**Faculty**

Agriculture Instructor (FT)

**RESIGNATION**

Shelby Bedford	Compliance & Prevention Coordinator (FT)	09/15/2021
Randy Emery	Police Officer (FT)	10/01/2021
Mark Freeman	Public Safety Assistant (PT)	09/30/2021
Tom Grimes	IT Project Manager (FT)	10/12/2021
Sean Keeley	Culinary Specialist (FT)	10/08/2021

**HIRES**

Jeffrey Martin	Workforce Recruitment & Placement Coordinator (FT)	09/28/2021
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