

MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
President
SUBJECT: Position Vacancies and Hires
DATE: May 22, 2024

POSITION VACANCIES

Classified

Child Development Assistant (FT)

Professional

Financial Aid Advisor (FT)
Instructional Designer – 2 (FT)
Network Administrator (FT)
Nursing Skills Lab Professional (FT)
Recruitment Specialist (FT)
Student Success Coach I (FT)

Administrator

Director, Accessibility Services
Director, Athletics
Program Director, Medical Laboratory Technician

NEW HIRES

Kaja Carter	Enrollment Services Representative	05/13/2024
Rachael Jones	Program Assistant, Community Education	06/03/2024
Anna King	Enrollment Services Representative	05/28/2024
Bobbi Lettimore	Administrative Assistant to the Dean, EGHM	05/13/2024
Derek Wheeler	Police Officer	05/06/2024
Stephanie Wilson	Webstore Technician	06/03/2024

RETIREMENTS

Brendan Lee	Community Service Officer	08/31/2024
Brenda Loschen	Administrative Assistant to the Dean, ARCM	08/31/2024

PROMOTIONS

Mike Dunlap	Financial Aid Advisor	05/28/2024
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RESIGNATIONS

Karina Moore	Health Professions Recruiter	05/07/2024
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INTERIM ASSIGNMENT

Shelly Smothers, Admissions Specialist, will be taking on additional responsibilities for athletics success coaching on an interim basis while the current success coach is on a leave of absence. This assignment will start approximately June 15, 2024 and end on September 6, 2024. This assignment comes with a 10% of base pay stipend.