

MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
President
SUBJECT: Position Vacancies and Hires
DATE: August 28, 2024

POSITION VACANCIES

Classified

Facilities Office Coordinator (FT)

Professional

Career Coach & Internship Coordinator (FT)

Instructional Designer (FT)

Student Success Coach I (FT)

Administrator

Associate Vice President, Finance (FT)

Director, Athletics (FT)

Full-time Faculty

Instructor, Construction Technologies

NEW HIRES

Janet Allen	Accounting Technician, Disbursements	08/26/2024
Justen Appelquist	Accounts Receivable/Collection Specialist	08/05/2024
Miranda Campbell	Recruitment Specialist	08/26/2024
Jay Denton	Building Custodian	08/19/2024
Shelly Hinds	Admin Asst to Dean, Arts & Communication	08/26/2024
Kevin Pippin	Truck Driver Training Coordinator	08/19/2024
Carissa Reichert	Education Services Rep, LLCC Jacksonville	08/12/2024
Matthew Trueblood	Instructional Designer	08/01/2024
Jennifer Watret	Accounting Technician, Disbursements	08/26/2024

PROMOTIONS

Ira Bradley	General Maintenance Technician	08/26/2024
Michelle Burger	Assistant Director, Alumni Services	09/01/2024
Cathy Huffman	Assistant Director, Career Center	08/12/2024
Jill Siebert	Scholarship Program Coordinator	09/01/2024

RESIGNATIONS

Christina Courier	Program Assistant, Aviation	08/15/2024
Justin Knoll	Research & Analytics Associate I	08/30/2024
Jennifer Smith	Course Materials Coordinator	08/30/2024
Binh Trinh	Information Technology Specialist	08/16/2024
Margarita Zinn	Program Assistant, Adult Education	08/29/2024