

**MEMORANDUM**

**TO:** Members, LLCC Board of Trustees  
**FROM:** Charlotte J. Warren  
President  
**SUBJECT:** Position Vacancies and Hires  
**DATE:** September 25, 2024

**POSITION VACANCIES**

**Classified**

Building Custodian – 3 (FT)  
Donor Relations Coordinator (FT)  
Facilities Office Coordinator (FT)  
General Maintenance Technician, LLCC-Litchfield (FT)  
IT Support Specialist I – 3 (FT)  
Program Assistant, Adult Ed & Literacy (FT)  
Program Assistant, Aviation (FT)

**Professional**

Career Coach (FT)  
Career Coach & Internship Coordinator (FT)  
Instructional Designer (FT)  
Network Administrator (FT)  
Student Success Coach I (FT)  
Truck Driver Training Specialist (FT)

**Administrator**

Associate Vice President, Finance (FT)  
Director, Athletics (FT)  
Director, Continuing Ed & Business Solutions (FT)

**Full-time Faculty**

Instructor, Construction Technologies

**NEW HIRES**

Alexander Wray	Network Administrator I	09/16/2024
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**RETIREMENTS**

Gary Wendt	General Maintenance Technician, Litchfield	10/31/2024
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**RESIGNATIONS**

Denise Arias-Rogers	Purchasing Coordinator	09/18/2024
Max Bahrami	Application Developer I	09/20/2024

Jay Denton	Building Custodian	08/28/2024
Tim Pierson	Truck Driver Training Specialist	09/09/2024
Marina Wirsing	Career Coach	09/20/2024

### **INTERIM ASSIGNMENTS**

Steve Torricelli, Assistant Director-Athletics, will take on additional responsibilities of the vacant Director, Athletics position. This assignment will be effective September 1, 2024 and continue until the position is filled. This assignment comes with a 10% of base pay stipend.

Tiffany Sunderlin, Athletics Program Specialist, will take on additional responsibilities in Athletics while the Director, Athletics position is vacant. This assignment will be effective September 3, 2024 and continue until the position is filled. This assignment comes with a 10% of base pay stipend.