

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Position Vacancies and Hires

DATE: February 26, 2025

POSITION VACANCIES

Classified
Donor Relations Coordinator (FT)
Program Assistant, Community Education (FT)

Professional
IT Project Manager (FT)
Police Officer (FT)
Staff Training & Development Coordinator (FT)
Student Care Coordinator (FT)
Truck Driver Training Specialist (FT)
Workforce Development Program Coordinator (FT)

Administrator

Full-time Faculty
Instructor, Cardiovascular Sonography
Instructor, Computer Science

NEW HIRES

Akshaya Amin	Application Developer I	02/26/2025
Charles Duff	Building Custodian	01/30/2025
Rachel Wirsing	Building Custodian	01/30/2025

RESIGNATIONS

Michael Brown	Police Officer	02/03/2025
Shelly Hinds	Administrative Assistant to the Dean, ARCM	05/16/2025
Robert Schuerman	Property Control Technician	03/03/2025
Rachel Shew	Donor Relations Coordinator	02/28/2025

RETIREMENTS

Marcy Koches	Administrative Assistant, LLCC Taylorville	03/31/2025
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