



New Mexico Military Institute Employment Opportunity

Command Post Watch Officer

About New Mexico Military Institute: NMMI is a state-supported, co-educational college preparatory high school and junior college, complete with Junior and Senior ROTC programs. With a Corps of Cadets numbering up to 1000 young men and women, NMMI provides an accredited college preparatory curriculum on the high school level.

Position: Under the supervision of the Deputy Commandant for Operations, the **Command Post Watch Officer** supports the Commandant of Cadets to ensure the safety, security, health and welfare, and accountability of the Corps of Cadets during the watch. This position is full time, 12 month position, with an annual salary of \$31,000. Job description available upon request.

<p>Responsibilities:</p> <ul style="list-style-type: none"> • Responsible for all aspects of the Commandants Command Post functions during his/her watch. • The Command Post Watch Officer will frequently communicate with Parents, Cadets, Academic Advisors, Faculty, Coaches, Nurses, Chaplain and Counselors regarding accountability and the status of cadets. 	<p>Essential Skills:</p> <ul style="list-style-type: none"> • Good oral and written communication • Computer/information system experience with automation • Ability to work with adolescents and young adults in a direct supervisory capacity • Ability to work independently with minimal guidance • Ability to coordinate with various departments
<p>Qualifications:</p> <ul style="list-style-type: none"> • Associate degree or 60 college credit hours or equivalent experience required • Bachelor's degree from an accredited college or university preferred • Bilingual capability preferred • Experience in a uniformed military service achieving the grade of a staff noncommissioned officer preferred. 	<p>Why Should You Apply?</p> <ul style="list-style-type: none"> • Excellent comprehensive benefits through the State of New Mexico: Medical, dental, vision, life insurance, retirement, sick leave, paid holidays, and much more • NMMI offers a rich history and tradition of educating tomorrow's leaders since 1891 • Development opportunities

How to Apply: Applications will be accepted until the position is filled. Please send **resume, transcripts and NMMI Employment Application** to: NMMI HR Office located in Lusk Hall, 101 W College Blvd, Roswell, NM, 88201 or email to employment@nmmi.edu . Applications and the ability to upload the application and supporting documentation are located at: <https://www.nmmi.edu/human-resources/employment-opportunities/> . NMMI is an Equal Opportunity Employer.