



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, 10-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.