



New Mexico Military Institute Employment Opportunity

Human Resources Director/ Assistant Title IX Coordinator

New Mexico Military Institute is accepting applications for the position of Human Resources Director/Assistant Title IX Coordinator. This position is a full-time, annual 12-month position. Under the direction of the Chief Financial Officer, the HR Director/Assistant Title IX Coordinator is responsible for the overall function of the NMMI HR and assisting with the Title IX program. The successful applicant should have a Bachelor's degree in Human Resources, Business Administration, or closely related field and 3 years of experience in HR Management. Must possess a valid driver's license. Must possess the ability to work with a culturally diverse group of staff, faculty, visitors, and cadets, and the ability to work collaboratively to advance the goals of the mission of NMMI. Excellent oral and written communication and interpersonal skills are required. A professional and pleasant demeanor is required. Annual Salary: \$60,000 - \$70,000 DOE; excellent benefits available. Applications for this position will be accepted until position is filled. Send letter of interest and résumé, and a complete NMMI Employment Application available at <https://www.nmmi.edu/human-resources/employment-opportunities/> to the NMMI Human Resources Office, 101 West College Boulevard, Roswell, NM 88201. New Mexico Military Institute is an Equal Opportunity Employer.