Dr. Jackielyn Manning Campbell **Superintendent of Schools**

NEWBURGH
ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson	Deputy Superintendent
Dr. Elisa Correa-Soto	Asst. Superintendent, Secondary Curriculum & Instruction
Dr. Natasha Freeman-Mack	Asst. Superintendent, Student Support Services
Dr. Madeline Diamond	Asst. Superintendent, Human Resources
Mr. Joseph McGrath	Asst. Superintendent, Chief Information & Data Officer
Dr. Shannon O'Grady	Asst. Superintendent, Elementary Curriculum & Instruction
Ms. Kimberly Rohring	Asst. Superintendent, Finance/Chief Financial Officer
Ms. Michelle Mc Kitty-Bromley	Asst. Superintendent, Exceptional Learners

DATE: November 24, 2026

This posting will end at 4:00PM on Friday, December 4, 2026

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent of Human Resources

RE: Anticipated Vacancy- **Director of Student Support**

TITLE: DIRECTOR OF STUDENT SUPPORT

QUALIFICATIONS:

1. NYS Certification as School District Administrator (SDA) or School District Leader (SDL).
2. NYS Professional or Permanent Certification as a School Counselor.
3. Minimum of five (5) years of successful experience as a school counselor, preferably at multiple levels (elementary, middle, and/or high school)
4. Prior supervisory or administrative experience in pupil personnel services preferred.
5. Thorough knowledge of the ASCA National Model and NYS Commissioner's Regulations Part 100.2(j) (Comprehensive Developmental School Counseling/Guidance Programs).
6. Demonstrated experience with student information systems, transcript and credit auditing, master scheduling, and state data reporting.
7. Knowledge of NYS graduation requirements, diploma pathways, CDOS, and college, career, and financial aid processes (FAFSA, TAP/HESC).
8. Certification in the Danielson Framework for Teaching or the district-approved APPR evaluation protocol preferred.
9. Knowledgeable regarding research on effective instruction, assessment, and school reforms.
10. Knowledgeable in the areas of student activities and finance
11. Experience working with adult learners and leading professional development.
12. Strong organizational, analytical, and communication skills, with the ability to work effectively with diverse students, families, and staff.

JOB GOAL:

To provide district-wide leadership for the School Counseling Department and student support services, ensuring that every student receives the academic, social-emotional, and college/career guidance needed to transition successfully through each stage of schooling and graduate prepared for postsecondary success. The Director oversees and supervises school counselors, leads student transition programs, and ensures accurate, data-driven management of student records and outcomes. The Director also continues to oversee district-wide student activities, community outreach, and scholarship programs.

For a complete Job Description, please visit the District's website (www.newburghschools.org) under the "DISTRICT' TAB. "EMPLOYMENT WITH THE DISTRICT"

- **Internal applicants must** submit a current resume and letter of interest to:
  Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR** **FAX to: 563-3468**

- **External applicants & Certified Newburgh Substitute teachers** must respond via the OLAS Web Site **(www.olasjobs.org)** on or before the above closing date.

MD:sp