

# NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Dr. Jackielyn Manning Campbell Superintendent of Schools

Ms. Onyx Peterson  
 Dr. Elisa Correa-Soto  
 Dr. Natasha Freeman-Mack  
 Ms. Marcle Heywood  
 Ms. Genieve Holder  
 Mr. Joseph McGrath  
 Dr. Shannon O'Grady  
 Ms. Kimberly Rohring  
 Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent  
 Asst. Superintendent, Secondary Curriculum & Instruction  
 Asst. Superintendent, Student Support Services  
 Asst. Superintendent, Pre K - 2  
 Asst. Superintendent, Human Resources  
 Asst. Superintendent, Chief Information & Data Officer  
 Asst. Superintendent, Elementary Curriculum & Instruction  
 Asst. Superintendent, Finance/Chief Financial Officer  
 Asst. Superintendent, Exceptional Learners

DATE: April 9, 2026  
 MEMO: TO ALL BUILDINGS-PLEASE POST  
 FROM: Genieve Holder <sup>64</sup>  
 Assistant Superintendent of Human Resources  
 RE: Internal Posting – Empire Program- Friday Night Lights- CSEA

This posting will close at 4 PM on  
 Wednesday, April 15, 2026  
 \*Not holding to the 10 days\*

**Anticipated Program Dates:** (Fridays) April 2026 – August 31, 2026

**Times:** 5:00 PM – 10:00 PM

**Dates:** April 24, May 1, May 8, May 15, May 29, June 5, June 12, July 10, July 17, July 24, July 31, Aug. 7, Aug. 14, Aug. 21, Aug. 28, 2026.

**Please note:** Anticipated Program contingent upon student attendance- any inclement weather or snow dates will not be made up.

**Applicants MUST hold NYS Certification in the area they are applying\***

Title	# of staff needed	Miscellaneous Info: (requirements)
CSEA-COMM	7- Coordinators of Parent Involvement/Community Liaisons/Program Coordinators (May be shared)	<p>Preference will be given to Parent Coordinators/Community Liaison, Program Coordinators, who support family and community engagement events. Please note the location for the Friday Night Events may shift between locations.</p> <p>The staffing levels will be needed on each Rotation. Based on the number of applicants, candidates may be asked to work multiple rotations or different dates per rotation.</p> <p>Not to exceed 5 hours per session date</p>
CSEA - SMON	4- School Monitor 1-School Monitor Sub (May be shared)	<p>Preference will be given to Security Monitors who are familiar with supporting evening events. Monitors will work on a rotation basis- based on attendance at the events.</p> <p>Not to exceed 5 hours per session date</p>

<b>CSEA-CLER</b>	1-Clerical (May be shared)	This clerical support will work per diem on program Fridays (4/24, 5/1, 5/8, 5/15, 5/29, 6/5/ 6/12, 7/10, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21, 8/28) Not to exceed- 2.5 hours per week and no more than 35 hours total
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**Funding Source:** Empire Grant/21st Century Grant

These positions may be shared. Contingent upon student enrollment, funding from the Empire State After-School Program Grant and the 21<sup>ST</sup> Century Grant, and Board Approval. Preference will be given to the employees currently working at the program location. Preference will also be given to teachers who can commit to all session dates. Participating in interviews and Board Approval does *not* guarantee program placement.

**Orientation Date/Time: TBD**

**Compensation** – As per the hourly rate according to the CSEA Collective Bargaining Agreement

**NOT TO EXCEED: (School Monitor & Coordinator Positions) 5 HOURS PER SESSION DATE**

**NOT TO EXCEED: (Clerical) 2.5 HOURS PER WEEK, NOT TO EXCEED 35 HOURS TOTAL**

**Internal candidates** must respond online through the District’s website, under the “DISTRICT” tab, under “Employment with the District” Click on ‘APPLY’ alongside the posting.

**Paper applications will not be accepted**

**PLEASE DO NOT E-MAIL directly to Ms. Holder**

GH:sp