December 15, 2023

MEMO: TO ALL SCHOOLS PLEASE POST

FROM: Michael McLymore
Assistant Superintendent for Human Resources

RE: Anticipated Temporary Vacancy-Interim Director of Elementary Education

*Previous applicants need not re-apply*

Anticipated Time Frame: January 10, 2024 - June 30, 2024

POSTING NAME: DIRT-012

TITLE: INTERIM DIRECTOR OF ELEMENTARY EDUCATION

QUALIFICATIONS:

- Five or more years teaching experience at the elementary level
- Demonstrated knowledge of curriculum design and development
- Awareness of instructional models based needs of unique and diverse learners
- Knowledge of effective practices relating to Diversity, Equity and Inclusion
- Experience providing coaching and professional learning to adult learners
- Ability to develop curriculum aligned NYS Next Generation Learning Standards
- Strong organizational, verbal and written communication skills
- NYS Certification SDA/SDL

JOB GOAL:
The Director of Elementary Education serves as a general curriculum specialist at the elementary level – grade Pre-K through grade 5.
The Director of Elementary Education provides support to schools ensuring they work to improve the achievement of all students and close the opportunity gap.

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

Funding Source: General Fund

- **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. MM:sb