

# NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

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

Ms. Onyx Peterson  
 Dr. Elisa Correa-Soto  
 Dr. Natasha Freeman-Mack  
 Ms. Marcie 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: March 18, 2026  
 MEMO: TO ALL BUILDINGS- PLEASE POST  
 FROM: Genieve Holder *GH*  
 Assistant Superintendent, Human Resources  
 RE: Internal Posting – NECSD Reading Day Event – CSEA

This posting will close at 4 PM on  
 Wednesday, March 25, 2026  
 \*Not holding to the 10 days\*

**Program Time:** 9:30 am – 4:00 pm  
**Location:** Newburgh Free Library  
**Date:** April 25, 2026

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

Title	# of staff needed	Miscellaneous Info: (requirements)
CSEA-READ	5 - Parent Coordinators  1 – Homeless Liaison  1-Community Liaison  1 - Program Coordinator	Preference will be given to FACE Parent Coordinators, Homeless Liaison, Community Liaison and Program Coordinator who have worked this event in the past and understand this will also facilitate activities for our NECSD families and the day of preparation and clean up from the event.  <b>Hours: 9:30 AM – 4:00 PM</b>  <b>Not to exceed 6.5 hours per position</b>
CSEA-BG	2- Cleaner/Messengers or Drivers (Buildings & Grounds)    2- Custodians or Cleaners	Need two buildings and grounds/driver to retrieve tables and necessary equipment for the event- set up and break down and assist in cleaning throughout the day. Preference will be given to those who have this event before.  Two additional custodians to support set and break down and clean up the area throughout the day. Preference will be given to those who have worked this event in the past.  <b>Hours: 9:30 AM – 4:00 PM</b>  <b>Not to exceed 6.5 hours per position</b>
CSEA-SEC	6-Security	<b>Not to exceed 4.5 hours per position.</b>  <b>Hours: 11:00 AM – 3:30 PM</b>

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**Funding Source: MBK Challenge Grant**

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

**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:sb**