


DATE: September 10, 2019
MEMO: TO ALL BUILDINGS-PLEASE POST
FROM: Michael McLymore 
Assistant Superintendent for Human Resources

This posting will end at 4:00 PM on
Thursday, September 19, 2019.

RE: Anticipated Vacancies - **Adult Basic Education – REPOST-Previous applicants are still under consideration**

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

EMPLOYMENT PREPARATION PROGRAM

Posting Name: EPE-2019-2020

(All applicants must be NYS certified and/or certified in Adult Education or ESL/ENL or hold a four (4) year degree with Adult Education Certification or application).

This position is two nights and/or 5 days per week, 3 to 4 hours per session.

Must be available September 23, 2019 until June 30, 2020.

Will need teachers in the following areas:

- 1. Adult Basic Education**
- 2. English as a Second Language (ESL/ENL teacher)**
- 3. HSE/GED**

These positions are contingent on New York State Employment Preparation Program Grant Funding

- **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) or the District's NEW online application system: RecruitFront on or before the above closing date.

PLEASE DO NOT E-MAIL directly to Mr. McLymore. Please use the 'Letter of Interest' template found on the district's web site (www.newburghschools.org) under the District tab "Employment in the District"

MM: cpm