



Ms. Onyx Peterson
Dr. Elisa Correa-Soto
Dr. Shannon O'Grady
Mr. Christopher Bayer
Ms. Mary Ellen Leimer
Mr. Joseph McGrath
Ms. Kimberly Rohring
Dr. Natasha Freeman-Mack

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Exceptional Learners
Interim Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Chief Equity Officer

January 13, 2025

This posting will close at 4:00 PM
on Friday, February 14, 2025
Re-Post

TO: ALL BUILDINGS – PLEASE POST
FROM: Mary Ellen Leimer
Interim Assistant Superintendent for Human Resources
RE: Anticipated Vacancy- Assistant Superintendent Human Resources

At the present time the District has the following anticipated vacancies:

POSTING NAME: ASUP-HR

Anticipated Start Date: July 1, 2025

Previous Applicants Need Not Re-Apply

TITLE: Assistant Superintendent of Human Resources

QUALIFICATIONS:	<ul style="list-style-type: none"> NYS School District Administrator certification/School District Leader certification. Masters degree, Doctoral candidate highly desirable. Five to seven years' experience in an urban school district at Central Office level, preferably in Human Resources and building level experience.
JOB GOAL:	<ul style="list-style-type: none"> To serve as the chief human resource officer and representative of the Superintendent's cabinet for matters in which activities and interests of personnel are involved; has primary responsibility for the planning, directing, and supervision of all functions pertaining to the human resources division.

A complete job description can be found on the District's website at 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 must** respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

PLEASE DO NOT E-MAIL directly to Ms. Leimer

MEL:sb