



Ms. Onyx Peterson	Deputy Superintendent
Dr. Elisa Correa-Soto	Asst. Superintendent, Secondary Curriculum & Instruction
Dr. Natasha Freeman-Mack	Asst. Superintendent, Chief Equity Officer
Ms. Marcie Heywood	Asst. Superintendent, PRE K - 2
Ms. Genieve Holder	Asst. Superintendent, Human Resources
Mr. Joseph McGrath	Asst. Superintendent, Chief Information & Data Officer
Dr. Shannon O'Grady	Asst. Superintendent, Elementary Curriculum & Instruction
Ms. Kimberly Rohring	Asst. Superintendent, Finance/Chief Financial Officer
Ms. Michelle Mc Kitty-Bromley	Asst. Superintendent, Exceptional Learners

January 6, 2026

TO: TO ALL SCHOOLS-PLEASE POST
FROM: Genieve Holder 
Assistant Superintendent for Human Resources

RE: Anticipated Vacancy-CTE Instructional Literacy Coach (TOSA)

This posting will close at 4:00 pm on
Thursday, January 15, 2026

(Applicants must hold NYS Certification in the area they are applying)

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

POSTING NAME:	CTE Instructional Literacy Coach (TOSA)
QUALIFICATIONS:	<ul style="list-style-type: none">• Valid New York State teaching certification in Literacy .• Minimum of three (3) years successful secondary teaching experience (literacy-related experience preferred). Demonstrated expertise in literacy instruction, disciplinary literacy, or adolescent literacy.• Strong communication, collaboration, and facilitation skills.
JOB GOAL:	The TOSA Instructional Literacy Coach for the Newburgh Enlarged City School District supports high-quality literacy integration across the district's Career & Technical Education pathways at the secondary level. The coach works directly with CTE teachers, administrators, and instructional teams to strengthen students' reading, writing, speaking, and technical communication skills in alignment with industry expectations and the district's commitment to equity, access, and college- and career-readiness. This position provides job-embedded coaching, professional learning, and curriculum support to improve student outcomes and ensure literacy is meaningfully embedded in all CTE programs.

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.olajobs.org) on or before the above closing date.

PLEASE DO NOT EMAIL directly to Ms. Genieve Holder

GH:sp