

Mr. Ed Forgit  
Ms. Andrea Moriarty  
Dr. Kathleen Farrell  
Mr. Christopher Bayer  
Mr. Michael McLymore  
Ms. Onyx Peterson  
Ms. Kimberly Rohring  
Dr. Natasha Freeman-Mack

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

DATE: December 4, 2023

MEMO: TO ALL BUILDINGS - PLEASE POST

FROM: Michael McLymore  
Assistant Superintendent for Human Resources

RE: Anticipated Vacancies - **Adult Education**

This posting will end at 4:00 PM  
Wednesday, December 13, 2023

**EMPLOYMENT PREPARATION EDUCATION PROGRAM**

**Posting Name: EPE-2023-2024**

**Days: Mondays & Wednesdays**

**Times: 6:00 PM – 8:00 PM**

**Location: NFA Main Campus**

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

Posting Name	# Positions	Certification	Dates
EPE-SEC	1- Security Guard Instructor	NYS Certification in Security Operations 7-12	Jan. 22, 2024 – Mar. 20, 2024
EPE-AUTO	1- Auto Technology Instructor	NYS Vehicle Mechanical Repair 7-12	Jan. 22, 2024 – Apr. 24, 2024

**This position is for 2 days per week, 2 hours per session. Not to exceed 4 hours per week.**

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
- Please use the 'Letter of Interest' template found on the district's web-site ([www.newburghschools.org](http://www.newburghschools.org)) under the District tab "Employment in the District"
- **External applicants & Certified Newburgh Substitute teachers** must respond via the OLAS Web Site ([www.olasjobs.org](http://www.olasjobs.org)) on or before the above closing date.

**PLEASE DO NOT E-MAIL directly to Mr. McLymore**

MM: sb